EXECUTIVE BOARD
REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

EXECUTIVE BOARD
Regular Meeting
Thursday, July 25, 2019
1:30 P.M.

Town of Wellton
10260 Dome Street
Wellton, Arizona 85356
Yuma County Wellton Justice Court

YMPO EXECUTIVE BOARD

Chairman	J. Deal Begay, Jr., Vice Chairman, Cocopah Indian Tribe
Vice Chair	Miguel Villalpando, Councilmember, City of Somerton
Secretary/Treasurer	Maria Ramos, Vice-Mayor, City of San Luis
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Paul Patane, Southwest District Engineer, ADOT
Member	Jacob Miller, Councilmember, City of Yuma
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Edward Thomas, Councilmember, City of Yuma

A regular meeting of the Executive Board of the Yuma Metropolitan Planning Organization (YMPO) will be held on **Thursday, July 25, 2019, starting at 1:30 p.m., in the Town of Wellton, at the Yuma County Wellton Justice Courthouse, 10260 Dome Street, Wellton, Arizona 85356,** to discuss, consider, and/or take action with respect to the items listed below**.**

1. Call to Order and the Pledge of Allegiance.
   The meeting will be called to order and members will be asked to recite the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes.
   The YMPO Executive Assistant, Crystal Figueroa, will call the attendance roll, and if any members of the City of Yuma and/or Yuma County are not in attendance, those members that are in attendance will have the opportunity to declare which members will carry their respective number of proxy votes.

3. Title VI Declaration and Call to the Public.
   A brief message will be read out reminding members of our Title VI obligations. In addition, this item provides an opportunity for comments by the public on subjects not on the agenda. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes.

4. Consent Agenda.
   A. Approval of the June 27, 2019, Board Meeting Minutes.
   B. YMPO Income/Expenditure Report for June 2019.

   A copy of the draft minutes of last month's Board meeting from June 27, 2019, and the Income and Expenditure Report for June 2019, are being sent out with the agenda packet. Members will have the opportunity to review, report any changes, and/or approve, the minutes of the June 27, 2019, Board meeting and to review, discuss, and acknowledge receipt of the June 2019 income/expenditure report.

   This item is on the agenda for information, discussion, and possible action to approve the Consent Agenda. Copies of the draft minutes are attached for review as Item 4A and the Expenditure Report as Item 4B.

5. Additional Transportation Funding for the YMPO Region

   Members are aware that sufficient transportation funding for all member agencies is not available given the current revenue raising options. YMPO staff will present possible options for local/regional funding that will provide members much more local and limited regional control over our transportation funding.

   This item is on the agenda for information and discussion only at this time and further information is available in an Information Summary that is attached as Item 5.

6. FY 2020-2024 YMPO Transportation Improvement Program Status

   The FY 2020-2024 YMPO Transportation Improvement Program (TIP) has been developed and was approved by the Board during the June 27, 2019, meeting, contingent on an air quality conformity analysis being successfully completed on the TIP. The air quality conformity analysis is underway and includes additional work on the Ozone nonattainment status of the YMPO region. YMPO staff will provide the latest status of the new TIP.

   This item is on the agenda for information and only, at this stage. Mr. Gutierrez will present this item and additional background is included in an Information Summary that is attached as Item 6.

7. FY 2018-2022 YMPO Transportation Improvement Program (TIP) Amendment #7.

   The FY 2018-2022 YMPO TIP was originally approved on June 29, 2017, and has been amended six times since that approval. The most recent Amendment #6 occurred during the May 2019 meeting and involved changes to Yuma County and Town of Wellton federally funded projects. Since that time, the Yuma County Intergovernmental Public Transit Authority (YCIPTA) has requested several changes to transit projects listed in the current TIP, prior to submitting some grant

applications to the Federal Transit Administration and has consequently requested YMPO to concur that the Grant matches the projects in the TIP.

This item is on the agenda for information, discussion, and possible approval of the FY 2018-2022 YMPO TIP Amendment #7. Mr. Gutierrez will present this item and further details are included in an Information Summary that is attached as Item 7.

8. Update on BUILD Grant Application for US-95.

As reported to Board members during prior meetings, the State has allocated $28 million in State General funds during the FY 2019-20 Arizona Budget process for the US-95 widening project in the YMPO region. In addition, ADOT has initiated a process to seek a Better Utilizing Investments to Leverage Development (BUILD) Grant for further improvements in the corridor. YMPO staff will provide a status report on the project and the BUILD grant development and submittal effort.

This item is on the agenda for information and discussion only at this time. Mr. Ward will present this item and further information is available in an Information Summary that is attached as Item 8.

9. The YMPO Title VI Program

Title VI of the Civil Rights Act of 1964 is the main legal authority for YMPO's external nondiscrimination programs. The YMPO Title VI Program includes many nondiscrimination statutes that prohibit discrimination on the basis of race, color, national origin, age, sex, or disability in programs or activities receiving federal financial assistance. In order to accept federal funds, all of an agency's programs and activities are covered, regardless of their funding source. The YMPO Title VI Plan has been developed in cooperation with ADOT Title VI staff and is being presented to members for review and possible approval.

This item is on the agenda for information, discussion, and possible approval of the FY 2020 YMPO Title VI Plan. Mr. Gutierrez will present this item and further details are included in an Information Summary that is attached as Item 9.

10. Status Report on the Current and Future Regional Transportation Studies.

YMPO has developed outlines for a series of regional transportation studies covering a variety of subjects. Three of the are currently underway, one study is under advertisement and another four are in the development stage. YMPO staff will provide a status report on all of the studies.

This item is on the agenda for information and discussion only at this time and further information is available in an Information Summary that is attached as Item 9.

11. Summary of Current Events/Board Member Reports/Executive Director's Report & Comments by Other Participants.

This agenda item is an opportunity for members and staff to update the Board regarding recent occurrences, as shown below. If written information is available, it will be included in an attached Information Summary.

A. Staff Reports.
B. TAC Minutes.
C. Conference Updates.
D. MPO/COG Director/Planner Meetings.
E. Rural Transportation Advocacy Council activities.
F. Projects - Economic Development and Transportation.

This item is on the agenda for information, discussion, and for Board member and staff reports and comments.

12. Possible Future Agenda Items.

The following items will be heard at a future meeting. Members are encouraged to suggest topics for discussion at a future Board meeting.

A. Status on Regional Studies and their Timelines.
B. Air Quality Conformity Analysis on the FY 2020-2024 YMPO TIP.

Members are encouraged to suggest possible subjects for future agenda items, whether for information and discussion or for possible action.

13. Progress Reports.

Members and staff will update the Board on the progress of ongoing projects and other recent events.

A. July 1 – Fiscal Year 2020 Begins
B. July 3 – YMPO Earned Media Meeting – Bike/Ped/Safety PP, Paul D. Ward, Charles Gutierrez, and De'Laurien McKenzie participated
C. July 8 – ADOT/YMPO Coordination meeting, Paul D. Ward, Charles Gutierrez, Deputy Mayor Gary Knight participated
D. July 9 – Interagency Consultation (IAC) Air Quality meeting, Paul D. Ward and Charles Gutierrez participated
E. July 9 – Montoya Insurance Group meeting, Paul D. Ward and Crystal Figueroa participated
F. July 10 – ADOT YMPO Regional Planner meeting, Charles Gutierrez participated

G. July 10 – New YMPO Building meeting, Paul D. Ward and Charles Gutierrez participated
H. July 11 – Technical Advisory Committee (TAC) meeting, YMPO Staff participated
I. July 15-17 – NTI Training (Transportation Planning Process), YMPO Staff
J. July 19 – State Transportation Board Meeting, Paul D. Ward attended
K. July 22 – YCIPTA Board meeting, Paul D. Ward and Charles Gutierrez attended
L. July 26 – Arizona Mexico Commission Conference, Paul D. Ward attended
M. July 27 – YMPO Executive Board meeting, Charles Gutierrez, Melissa Ramos, De'Laurien McKenzie participated

14. Adjournment.

Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions regarding YMPO programs, activities, or services, please contact Paul Ward or Charles Gutierrez at 928-783-8911.

Anticipated Future 2019 Meeting Locations

July 25, 2019	Town of Wellton, precise location to be confirmed
August 30, 2019	City of Yuma, City One Plaza, Yuma, Arizona 85364, Room 190.

YMPO INFORMATION SUMMARY for Agenda Item #5

Additional Transportation Funding for the YMPO Region

DATE: July 12, 2019.

SUBJECT: Additional Transportation Funding for the YMPO Region

SUMMARY:
Members are already aware that sufficient transportation funding for all member agencies to maintain their existing systems is not available, given the current revenue raising options. YMPO staff will present possible options for local/regional funding increases that will provide members much more local funding and limited regional control over our transportation funding.

One option being considered is to establish a regionwide sales tax specifically for transportation purposes. This tax could be structured to primarily fund each agencies transportation needs, such as maintenance and/or local construction, with a much smaller amount to be targeted for regional types of projects. Any funding decisions for the local funds would be controlled by member agencies and for any regional funds, by the YMPO Executive Board.

A further suggestion is that the region's Long-Range Transportation Plan (aka the RTP) process would be to develop an appropriate method to develop what member agencies would PROGRAM if additional transportation funding mechanism could be established.

Even though an increase in gasoline and diesel taxes would be an effective way to increase transportation funds, this technique provides State agencies with too much discretion with regard to how much would get allocated to the YMPO region. With a regional sales tax, the ability of the State to decide allocations to the YMPO region would be, effectively, eradicated.

Recent State Legislation offers Counties the opportunity to raise sales taxes for this purpose, up to a one per cent level, in addition to existing funding mechanisms. This method would need to gain the support of the people in the region and would be voted on during a regionwide election.

PUBLIC INPUT:
No public comments have been received on this subject at this time.

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: This request is consistent with normal, established processes.

POLICY: This request follows current Federal Transit Administration guidelines, policies and procedures.

ACTION NEEDED:
This item is on the agenda for information and discussion only at this stage.

PRIOR BOARD/COMMITEE ACTIONS:
Previous discussion have occurred on this item, but the Executive Board have NOT taken any specific actions regarding this subject.

CONTACT PERSON:
Paul D. Ward, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #6

Status of the FY 2020-2024 YMPO TIP

DATE: July 12, 2019.

SUBJECT: Status of the FY 2020-2024 YMPO TIP.

SUMMARY:
The FY 2020-2024 YMPO Transportation Improvement Program (TIP) has been developed and was approved by the Board during the June 27, 2019, meeting, contingent on an air quality conformity analysis being successfully completed on the TIP. The air quality conformity analysis is underway and includes additional work on the Ozone nonattainment status of the YMPO region. YMPO staff will provide the latest status of the new TIP, including information regarding the air quality conformity analysis and the inclusion of some new added projects, such as those on US-95.

PUBLIC INPUT:
No public comments have been received on this subject at this time.

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: This request is consistent with normal, established processes.

POLICY: This request follows current Federal Transit Administration guidelines, policies and procedures.

ACTION NEEDED:
This item is on the agenda for information and discussion only, at this stage.

PRIOR BOARD/COMMITEE ACTIONS:
The FY 2020-2024 YMPO TIP was approved on May 30, 2019, contingent on a successful Air Quality Conformity Analysis being successfully completed on the TIP.

MEMBERS ATTENDING:

Gary Knight, Yuma, Acting Chairman
* J. Deal Begay, Jr., Cocopah Tribe, Chair.
* Miguel Villalpando, Somerton, Vice Chair
* Maria Ramos, San Luis, Secretary/Treas.
^ Brian Claar for Cecilia McCollough, Wellton, Member
Paul Patane, ADOT, Member
Lynne Pancrazi, Yuma Co., Member
* Jacob Miller, Yuma, Member
* Martin Porchas, Yuma Co., Member
Edward Thomas, Yuma, Member

* Those members neither present nor represented by proxy.
^ Those members not present but represented by proxy.

CONTACT PERSON:
Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #7
FY 2018-2022 YMPO TIP Amendment #7

DATE: July 12, 2019.

SUBJECT: FY 2018-2022 YMPO TIP Amendment #7

SUMMARY:
The FY 2018-2022 YMPO TIP was originally approved on June 29, 2017, and has been amended six times since that approval, as shown below. The most recent TIP Amendment #6 occurred during the May 2019 meeting and involved changes to Yuma County and Town of Wellton federally funded bridge-related projects.

Since that time, the Yuma County Intergovernmental Public Transit Authority (YCIPTA) has requested several changes to transit projects listed in the current TIP prior to submitting some grant applications to the Federal Transit Administration. During the grant submittal process, YCIPTA needs a concurrence letter from YMPO to ensure that the Grant application matches what is displayed in the current TIP. It is usually easier to change the TIP to reflect what the Grant application states rather than vice-versa, so YMPO has worked with YCIPTA to submit these changes to the TIP for consideration and possible approval.

The Town of Wellton Coyote Wash Project had a Scrivener's Error and is Administrative corrected to reflect the correct number. ADOT is aware of issue and is ok with moving on with project with YMPO doing the amendment.

Upon approval of the TIP Amendment, YMPO will submit the amendment to ADOT for approval by the Governor's designee and for eventual inclusion into the State TIP (STIP) and consequent approval of the STIP by the Federal Highway and Transit Administrations (FHWA and FTA). Following YMPO approval of the TIP #7, YMPO will send the FTA a concurrence letter, contingent upon approval by the State and Federal agencies.

PUBLIC INPUT:
No public comments have been received on this subject at this time.

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: This request is consistent with normal, established processes.

POLICY: This request follows current Federal Transit Administration guidelines, policies and procedures.

ACTION NEEDED:
This item is on the agenda for information, discussion, and possible approval of the FY 2018-2022 YMPO TIP Amendment #7 for transit projects.

PRIOR BOARD/COMMITEE ACTIONS:
The FY 2018-2022 YMPO TIP was approved on June 29, 2017 and amendments have occurred as shown below:

Amendment #1: Yuma County bridge project and YCIPTA transit-related changes, September 2017;

Amendment #2: Yuma County North Frontage Road project and YCIPTA transit-related changes, December 2007;
Amendment #3: Add funds for City of Yuma HAWK project and Yuma County project, February 2018;
Amendment #4: City of San Luis Safety Project split, May 2018;
Amendment #5: Add funds to Yuma County bridge projects and YCIPTA transit related changes, August 2018.
Amendment #6: Yuma County and Town of Wellton bridge projects, May 30, 2019;
Amendment #7 TAC: July 2019, Recommended Motion by TAC to the Executive Board to approve the FY 2018-2022 Amendment #7 for the Scrivener's Error and the presented Transit Change for the FY 2020 which will be included in the FY 2020-2-24 TIP.

CONTACT PERSON:
Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT				FED ALI	Grant Numbers	Comments
FEDERAL FISCAL YEAR 2020 (10/01/2019 - 9/30/2020)												
YMPO-20-01	YCIPTA	1	YCIPTA Planning	Capital	5307	FFY 2019	$87,288	$21,822	$109,110	44.24.00	DELETE	Project deleted at YCIPTA request
YMPO-20-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2017/18	$16,800	$4,200	$21,000	11.46.03	7102-2019-1	New Grant - $ reduced and apportionment year changes
YMPO-20-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2017/18	$900,000	$900,000	$1,800,000	30.09.01	7102-2019-1	New Grant - $ increased and apportionment year changes
YMPO-20-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2017/18	$300,000	$75,000	$375,000	11.7A.00	7102-2019-1	New Grant - $ reduced and apportionment year changes
YMPO-20-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2017/18	$25,000	$6,250	$31,250	11.7D.02	7102-2019-1	New Grant - $ increased and apportionment year changes
YMPO-20-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2017/18	$160,000	$40,000	$200,000	11.7C.00	7102-2019-1	New Grant - $ increased and apportionment year changes
YMPO-19-08R	YCIPTA	2	YCIPTA Multimodal Transportation Center	Capital	5307	FFY 2015/16	$1,894,344	$473,586	$2,367,930	11.34.03	Prior Grant	Carry over from prior years YMPO-19-08R
YMPO-20-17	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2017/18	$121,870	$30,468	$152,338	11.7D.11	DELETE	Project deleted at YCIPTA request
YMPO-20-18	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2019	$280,000	$70,000	$350,000	30.09.01	Current Award	ADOT 2nd Yr Award Letter - $ decreased and apportionment year changes
YMPO-20-19	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2019	$342,200	$247,800	$590,000	30.09.01	Current Award	ADOT 2nd Yr Award Letter - $ decreased and apportionment year changes
YMPO-20-20	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2019	$348,000	$252,000	$600,000	30.09.01	Current Award	ADOT 2nd Yr Award Letter - $ decreased and apportionment year changes
YMPO-20-21	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2019	$120,000	$30,000	$150,000	30.09.01	Current Award	ADOT 2nd Yr Award Letter - $ decreased and apportionment year changes
YMPO-19-20	ADOT	1	YCIPTA - Replacement Bus (3)	Capital	5311	FFY 2019	$197,100	$21,900	$219,000	11.42.00	Current Award	ADOT 2nd Yr Award Letter - $ and apportionment year changes
YMPO-20-22	ADOT	1	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2019	$25,000	$6,250	$31,250	11.7L.00	New Award	New 2020 Award Letter, $ reduced from last TIP
YMPO-20-24	YCIPTA	1	YCIPTA - Acquire Shop Equipment	Capital	STBG	FFY2017/18	$34,891	$2,109	$37,000	11.42.06	7102-2019-2	New Grant - $ and apportionment year changes
YMPO-20-25	YCIPTA	1	YCIPTA - Acquire Mobile Fare Collection Equipment	Capital	STBG	FFY2017/18	$124,899	$7,550	$132,449	11.42.10	7102-2019-2	New Grant - $ and apportionment year changes
YMPO-20-26	YCIPTA	1	YCIPTA - Acquire Support Vehicles	Capital	STBG	FFY2017/18	$84,870	$5,130	$90,000	11.42.11	7102-2019-2	New Grant - $ and apportionment year changes
YMPO-20-27	YCIPTA	1	YCIPTA - Acquire Accounting Software	Capital	STBG	FFY2017/18	$56,580	$3,420	$60,000	11.42.20	7102-2019-2	New Grant - $ and apportionment year changes
YMPO-20-28	ADOT	1	SAAVI - Minivan No Ramp - Replacement	Capital	5310	FFY 2019	$23,580	$3,144	$26,724			New 5310 Grant FFY 2019
YMPO-20-29	ADOT	1	SAAVI - Minivan No Ramp - Replacement Year 1	Capital	5310	FFY 2019	$20,960	$5,764	$26,724			New 5310 Grant FFY 2020
YMPO-20-30	ADOT	1	SAAVI - Minivan No Ramp Replacment Year 1	Capital	5310	FFY 2019	$20,960	$5,764	$26,724			New 5310 Grant FFY 2021
YMPO-20-31	ADOT	1	Saguaro - Beyond ADA Paratransit Operating Year 1	Operating	5310	FFY 2019	$100,000	$100,000	$200,000			New 5310 Grant FFY 2022
YMPO-20-32	ADOT	1	Saguaro - Minivan with Ramp Year 1	Capital	5310	FFY 2019	$41,850	$5,580	$47,430			New 5310 Grant FFY 2023
YMPO-20-33	ADOT	1	Saguaro - Mobility Management Year 1	Mobility Management	5310	FFY 2019	$15,000	$3,750	$18,750			New 5310 Grant FFY 2024
YMPO-20-34	ADOT	1	Saguaro - Minivan with Ramp Year 1	Capital	5310	FFY 2019	$41,850	$5,580	$47,430			New 5310 Grant FFY 2025
YMPO-20-35	ADOT	1	NAU - Door through Door and More Year 1	Operating	5310	FFY 2019	$15,000	$15,000	$30,000			New 5310 Grant FFY 2026
YMPO-20-36	ADOT	1	YMPO Mobility Management	Mobility Management	5310	FFY 2019	$50,000	$12,500	$62,500		Prior Grant	Carry over from prior year YMPO-19-25
YMPO-19-25	YCIPTA	1	YCIPTA Facility (Prior Grant)	Capital	5307	FFY 2015	$452,625	$113,156	$565,781	11.31.03	Prior Grant	Carry over from prior year YMPO-19-28
YMPO-19-28	YCIPTA	1	Purchase Bus Shelters	Capital	5307	FFY 2017	$266,917	$66,729	$333,646	11.42.11	Prior Grant	Carry over from prior year YMPO-19-29
YMPO-19-29	YCIPTA	1	Purchase Signage	Capital	5307	FFY 2017	$12,160	$3,040	$15,200	11.42.20	Prior Grant	Carry over from prior year YMPO 19-19
YMPO-19-19	ADOT	1	YCIPTA - Replacement Van (1)	Capital	5311	FFY 2018	$65,700	$7,300	$73,000	11.42.00		
						FY TOTAL	**$6,245,445**	**$ 2,544,792**	**$8,790,237**			

YMPO Transit Projects - FY 2020 - 2024 TIP

YMPO FY 2018-2022 TIP Amendment #7 Transit #4

ID #+A3:Q109	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI
ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT				FED ALI
FEDERAL FISCAL YEAR 2020 (10/01/2019 - 9/30/2020)										
YMPO-20-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2017/18	$16,800	$4,200	$21,000	11.46.03
YMPO-20-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2017/18	$900,000	$900,000	$1,800,000	30.09.01
YMPO-20-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2017/18	$300,000	$75,000	$375,000	11.7A.00
YMPO-20-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2017/18	$25,000	$6,250	$31,250	11.7D.02
YMPO-20-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2017/18	$160,000	$40,000	$200,000	11.7C.00
YMPO-19-08R	YCIPTA	2	YCIPTA Multimodal Transportation Center	Capital	5307	FFY 2015/16	$1,894,344	$473,586	$2,367,930	11.34.03
YMPO-20-18	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2019	$280,000	$70,000	$350,000	30.09.01
YMPO-20-19	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2019	$342,200	$247,800	$590,000	30.09.01
YMPO-20-20	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2019	$348,000	$252,000	$600,000	30.09.01
YMPO-20-21	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2019	$120,000	$30,000	$150,000	30.09.01
YMPO-19-20	ADOT	1	YCIPTA - Replacement Bus (3)	Capital	5311	FFY 2019	$197,100	$21,900	$219,000	11.42.00
YMPO-20-22	ADOT	1	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2019	$25,000	$6,250	$31,250	11.7L.00
YMPO-20-24	YCIPTA	1	YCIPTA - Acquire Shop Equipment	Capital	STBG	FFY2017/18	$34,891	$2,109	$37,000	11.42.06
YMPO-20-25	YCIPTA	1	YCIPTA - Acquire Mobile Fare Collection Equipment	Capital	STBG	FFY2017/18	$124,899	$7,550	$132,449	11.42.10
YMPO-20-26	YCIPTA	1	YCIPTA - Acquire Support Vehicles	Capital	STBG	FFY2017/18	$84,870	$5,130	$90,000	11.42.11
YMPO-20-27	YCIPTA	1	YCIPTA - Acquire Accounting Software	Capital	STBG	FFY2017/18	$56,580	$3,420	$60,000	11.42.20
YMPO-20-28	ADOT	1	SAAVI - Minivan No Ramp - Replacement	Capital	5310	FFY 2019	$23,580	$3,144	$26,724	
YMPO-20-29	ADOT	1	SAAVI - Minivan No Ramp - Replacement Year 1	Capital	5310	FFY 2019	$20,960	$5,764	$26,724	
YMPO-20-30	ADOT	1	SAAVI - Minivan No Ramp Replacment Year 1	Capital	5310	FFY 2019	$20,960	$5,764	$26,724	
YMPO-20-31	ADOT	1	Saguaro - Beyond ADA Paratransit Operating Year 1	Operating	5310	FFY 2019	$100,000	$100,000	$200,000	
YMPO-20-32	ADOT	1	Saguaro - Minivan with Ramp Year 1	Capital	5310	FFY 2019	$41,850	$5,580	$47,430	
YMPO-20-33	ADOT	1	Saguaro - Mobility Management Year 1	Mobility Management	5310	FFY 2019	$15,000	$3,750	$18,750	
YMPO-20-34	ADOT	1	Saguaro - Minivan with Ramp Year 1	Capital	5310	FFY 2019	$41,850	$5,580	$47,430	
YMPO-20-35	ADOT	1	NAU - Door through Door and More Year 1	Operating	5310	FFY 2019	$15,000	$15,000	$30,000	
YMPO-20-36	ADOT	1	YMPO Mobility Management	Mobility Management	5310	FFY 2019	$50,000	$12,500	$62,500	
YMPO-19-25	YCIPTA	1	YCIPTA Facility (Prior Grant)	Capital	5307	FFY 2015	$452,625	$113,156	$565,781	11.31.03
YMPO-19-28	YCIPTA	1	Purchase Bus Shelters	Capital	5307	FFY 2017	$266,917	$66,729	$333,646	11.42.11
YMPO-19-29	YCIPTA	1	Purchase Signage	Capital	5307	FFY 2017	$12,160	$3,040	$15,200	11.42.20
YMPO-19-19	ADOT	1	YCIPTA - Replacement Van (1)	Capital	5311	FFY 2018	$65,700	$7,300	$73,000	11.42.00
						FY TOTAL	**$6,245,445**	**$ 2,544,792**	**$8,790,237**	
ID #	**SPONSOR**	**PRIORITY**	**PROJECT**	**TYPE WORK**	**FED AID**	**APPORTIONMENT**	**FED**	**LOCAL**	**TOTAL**	**FED ALI**
FEDERAL FISCAL YEAR 2021 (10/01/2020 - 9/30/2021)										
YMPO-21-01	YCIPTA	1	YCIPTA Planning	Capital	5307	FFY 2020	$91,653	$22,913	$114,566	44.24.00
YMPO-21-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020	$23,419	$5,855	$29,274	11.46.03
YMPO-21-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020	$782,767	$782,767	$1,565,534	30.09.01
YMPO-21-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020	$611,026	$152,756	$763,782	11.7A.00
YMPO-21-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2020	$3,896	$974	$4,870	11.7D.02
YMPO-21-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2020	$80,149	$20,037	$100,186	11.7C.00
YMPO-21-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020	$127,964	$31,991	$159,955	11.7D.11
YMPO-21-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2020/21	$368,890	$92,222	$461,112	30.09.01
YMPO-21-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2020/21	$456,940	$330,888	$787,828	30.09.01
YMPO-21-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2020/21	$374,878	$271,464	$646,342	30.09.01
YMPO-21-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2020/21	$138,915	$34,729	$173,644	30.09.01
YMPO-21-12	ADOT	1	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2020/21	$40,000	$10,000	$50,000	11.7L.00
YMPO-21-13	YCIPTA		STP	Capital	STP	FFY 2020	$168,060	$ 10,158	$178,218	
						FY TOTAL	**$3,268,556**	**$ 1,766,755**	**$5,035,311**	
ID #	**SPONSOR**	**PRIORITY**	**PROJECT**	**TYPE WORK**	**FED AID**	**APPORTIONMENT**	**FED**	**LOCAL**	**TOTAL**	**FED ALI**
FEDERAL FISCAL YEAR 2022 (10/01/2021 - 9/30/2022)										
YMPO-22	YCIPTA	1	YCIPTA Planning	Capital	5307	FFY 2021	$91,653	$22,913	$114,566	44.24.00
YMPO-22	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2021	$23,419	$5,855	$29,274	11.46.03
YMPO-22	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2021	$782,767	$782,767	$1,565,534	30.09.01
YMPO-22	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2021	$611,026	$152,756	$763,782	11.7A.00
YMPO-22	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2021	$3,896	$974	$4,870	11.7D.02
YMPO-22	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2021	$80,149	$20,037	$100,186	11.7C.00
YMPO-22	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2021	$127,964	$31,991	$159,955	11.7D.11
YMPO-22	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	$368,890	$92,222	$461,112	30.09.01
YMPO-22	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	$456,940	$330,888	$787,828	30.09.01
YMPO-22	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	$374,878	$271,464	$646,342	30.09.01

YMPO-22	ADOT	**1**	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	$138,915	$34,729	$173,644	30.09.01
YMPO-22	ADOT	**1**	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2021/22	$40,000	$10,000	$50,000	11.7L.00
YMPO-22	YCIPTA		STP	Capital	STP	FFY 2021	$168,060	$ 10,158	$178,218	
						FY TOTAL	**$3,268,556.49**	**$1,766,754.71**	**$5,035,311.20**	

ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI
	FEDERAL FISCAL YEAR 2023									
YMPO-23	YCIPTA	**1**	YCIPTA Planning	Capital	5307	FFY 2021	$91,653	$22,913	$114,566	44.24.00
YMPO-23	YCIPTA	**1**	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2021	$23,419	$5,855	$29,274	11.46.03
YMPO-23	YCIPTA	**1**	YCIPTA Transit Operations	Operations	5307	FFY 2021	$782,767	$782,767	$1,565,534	30.09.01
YMPO-23	YCIPTA	**1**	YCIPTA Preventative Maintenance	Capital	5307	FFY 2021	$611,026	$152,756	$763,782	11.7A.00
YMPO-23	YCIPTA	**1**	YCIPTA Employee Training	Capital	5307	FFY 2021	$3,896	$974	$4,870	11.7D.02
YMPO-23	YCIPTA	**1**	YCIPTA ADA Operations	Capital	5307	FFY 2021	$80,149	$20,037	$100,186	11.7C.00
YMPO-23	YCIPTA	**1**	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2021	$127,964	$31,991	$159,955	11.7D.11
YMPO-23	ADOT	**1**	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	$368,890	$92,222	$461,112	30.09.01
YMPO-23	ADOT	**1**	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	$456,940	$330,888	$787,828	30.09.01
YMPO-23	ADOT	**1**	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	$374,878	$271,464	$646,342	30.09.01
YMPO-23	ADOT	**1**	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	$138,915	$34,729	$173,644	30.09.01
YMPO-23	ADOT	**1**	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2021/22	$40,000	$10,000	$50,000	11.7L.00
YMPO-23	YCIPTA		STP	Capital	STP	FFY 2021	$168,060	$ 10,158	$178,218	
						FY TOTAL	**$3,268,556.49**	**$1,766,754.71**	**$5,035,311.20**	

ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI
	FEDERAL FISCAL YEAR 2024									
YMPO-24	YCIPTA	**1**	YCIPTA Planning	Capital	5307	FFY 2021	$91,653	$22,913	$114,566	44.24.00
YMPO-24	YCIPTA	**1**	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2021	$23,419	$5,855	$29,274	11.46.03
YMPO-24	YCIPTA	**1**	YCIPTA Transit Operations	Operations	5307	FFY 2021	$782,767	$782,767	$1,565,534	30.09.01
YMPO-24	YCIPTA	**1**	YCIPTA Preventative Maintenance	Capital	5307	FFY 2021	$611,026	$152,756	$763,782	11.7A.00
YMPO-24	YCIPTA	**1**	YCIPTA Employee Training	Capital	5307	FFY 2021	$3,896	$974	$4,870	11.7D.02
YMPO-24	YCIPTA	**1**	YCIPTA ADA Operations	Capital	5307	FFY 2021	$80,149	$20,037	$100,186	11.7C.00
YMPO-24	YCIPTA	**1**	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2021	$127,964	$31,991	$159,955	11.7D.11
YMPO-24	ADOT	**1**	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	$368,890	$92,222	$461,112	30.09.01
YMPO-24	ADOT	**1**	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	$456,940	$330,888	$787,828	30.09.01
YMPO-24	ADOT	**1**	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	$374,878	$271,464	$646,342	30.09.01
YMPO-24	ADOT	**1**	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	$138,915	$34,729	$173,644	30.09.01
YMPO-24	ADOT	**1**	YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2021/22	$40,000	$10,000	$50,000	11.7L.00
YMPO-24	YCIPTA		STP	Capital	STP	FFY 2021	$168,060	$ 10,158	$178,218	
						FY TOTAL	**$3,268,556.49**	**$1,766,754.71**	**$5,035,311.20**	

YMPO INFORMATION SUMMARY for Agenda Item #8
Status of US-95 BUILD Grant

DATE: July 12, 2019

SUBJECT: Status of US-95 BUILD Grant

SUMMARY:
The YMPO region's highest priority for funding is to make improvements to US-95: Avenue 9E through to Aberdeen Road, leading to the Yuma Proving Grounds, approximately a 15-mile project. During the May 30, 2019, YMPO Executive Board meeting, the Board was informed that the State of Arizona had allocated $28 million in State General funds during the FY 2019-20 Arizona Budget process for this project. These funds are being targeted at the first segment of the project, widening the approximate 4-mile segment of roadway between Avenue 9E and the Fortuna Wash Bridge from one lane in each direction to two lanes in each direction, plus a continuous left turn lane.

These funds have been programmed in the new FY 2020-2024 ADOT Five-Year Transportation Facilities Construction program as $3 million in FY 2020 and $25 million in 2021. Further details will follow regarding the design, right of way acquisition, utility relocations, and construction phases, in due course.

In addition to these funds,

> YMPO adopted a Resolution in support of a Better Utilizing Investments to Leverage Development (BUILD) Grant towards improving the region's highest priority roadway widening project, US-95: Avenue 9E through to Aberdeen Road, leading to the Yuma Proving Grounds, approximately a 15 mile project. These additional funds are only likely to be sufficient to widen about 3 - 4 miles of the total project.
>
> During the same meeting, members were also informed that the State of Arizona had allocated $28 million in State General funds during the FY 2019-20 Budget process,
>
> Now that these local funds have been allocated, during the State Transportation Board Study Session on June 4, 2019, ADOT reported their intention to try to leverage the local funds by submitting an application, for up to $25 million in Rural BUILD Grant funds for widening the next segment of the project. Although the funds for the City of Yuma Multi-Modal Center and the US-95 improvements are both BUILD Grant applicants, they are targeting different pots of money. The 2019 BUILD Grant program is currently funded at approximately $900 million Nationwide, but the US Department of Transportation intends to award up to 50% to projects in the rural areas.

As a result, ADOT has requested YMPO to provide either individual Letters of Support from YMPO member agencies, and/or a Resolution from the YMPO Executive Board, supporting this Rural BUILD Grant application for US-95 improvements.

PUBLIC INPUT:
No public comments at this time

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: N/A at this time until further technical issues are explored.

ACTION NEEDED:
No action at this time is required.

PRIOR BOARD/COMMITEE ACTIONS:

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #9
Description of the YMPO Title VI Program

DATE: July 18, 2019

SUBJECT: The YMPO 2020 Title VI Program

SUMMARY: YMPO Title VI Plan
Title VI of the Civil Rights Act of 1964 ("Title VI").is the main legal authority for the Yuma Metropolitan Planning Organization's (YMPO) external nondiscrimination programs. YMPO's Title VI Program includes the American's with Disabilities Act (ADA) and other nondiscrimination statutes that prohibit discrimination on the basis of race, color, national origin, age, sex, or disability in programs or activities receiving federal financial assistance. Once an agency accepts federal funds, all of its programs and activities are covered, regardless of their funding source. Related statutes and presidential executive orders under the umbrella of Title VI address environmental justice (EJ) in minority and low-income populations and services to those individuals with limited English proficiency (LEP), women and the disabled.

The Federal Aid Highway Act of 1973, Section 504 of the 1973 Rehabilitation Act, and the 1975 Age of Discrimination Act, extend requirements of Title VI to include the prevention discrimination on the grounds of age, sex, disability, and income status. The Civil Rights Restoration Act of 1987 added the requirement that Title VI applies institution-wide; it is not limited to the program that receives federal funding (e.g., planning, capital, operations). The YMPO Title VI notice to the public that indicates the recipient complies with Title VI and informs members of the public of the protections against discrimination afforded to them by Title VI.

YMPO is therefore required to complete, to implement, and to report in good faith a Title VI Plan for our members, the public, and consultants/vendors. All data will be reported to the Arizona Department of Civil Rights Office.

YMPO Staff has prepared and a 2020 Title VI Nondiscrimination in Federally Assisted Programs Report. This report identifies the current YMPO Executive Board Chairman as the Chief Title VI Officer and Executive Director Paul D. Ward as the Title VI Liaison/Coordinator.

PUBLIC INPUT:
There have been no specific public comments on this process, to date.

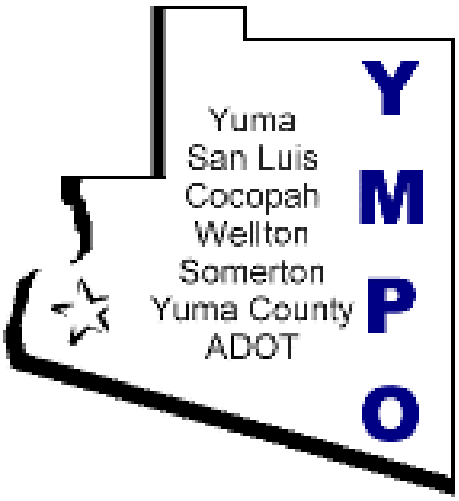
ACTION NEEDED:
A motion to Approve the YMPO 2020 Title VI Nondiscrimination in Federally Assisted Programs Report.

PRIOR BOARD ACTION(s):

FY 2019 Title VI Nondiscrimination in Federally Assisted Program Report was approved at the YMPO Executive Board meeting in January 31, 2019.

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911



Yuma Metropolitan Planning Organization

2020 TITLE VI NONDISCRIMINATION IN FEDERALLY ASSISTED PROGRAMS

YMPO EXECUTIVE DIRECTOR
PAUL D. WARD

July 25, 2019

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TITLE VI REPORT

I. INTRODUCTION

This report covers the Title VI nondiscrimination in Federally Assisted Programs Implementation and Review program of the Yuma Metropolitan Planning Organization (YMPO). The report includes a description of the YMPO planning area, a statistical breakdown of the communities in the planning area, the YMPO organizational chart and composition of advisory boards and committees, the public involvement process, a summary of project effects and benefits, a summary of lawsuits alleging discrimination, a listing of federal assistance programs, and assurances.

TITLE VI/ADA NONDISCRIMINATION POLICY STATEMENT

The Yuma Metropolitan Planning Organization (YMPO) as policy ensures non-discrimination compliance, on the grounds of race, color, national origin, age sex, disability, limited English proficiency, or low-income status as provided by Title VI of the Civil Rights act of 1964. The Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 (environmental Justice), Executive Order 13166 (Limited English Proficiency), Code of Federal Regulations 49 Part 21, Code of Federal Regulations 23 part 200, and Code of Federal Regulations 49 part 303.

No person will be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any YMPO program or activity. Every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. YMPO's sub-recipients, grant recipients, and contractors must all comply with this policy.

The YMPO works closely with the Civil Rights Office at the Arizona Department of Transportation, and consultants who work on program responsibilities. Therefore, each program area will take full responsibility for preventing discrimination and ensuring nondiscrimination compliance in all of YMPO's programs and activities.

The Chair signs assurances and delegates full authority to the Title VI Non-discrimination Program Coordinator to oversee and implement Title VI regulations.

_____

J.D. Begay, Vice-Chairman, Cocopah Indian Tribe
Chair, YMPO Executive Board

_____

Date

II. YMPO ASSURANCES

GENERAL ASSURANCE

The Yuma Metropolitan Planning Organization HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the Arizona Department of Transportation, that it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, that no person in the United States shall, on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7 (a) (1) of the Regulations, a copy of which is attached.

SPECIFIC ASSURANCES

More specifically and without limiting the above general assurance, the Yuma Metropolitan Planning Organization hereby gives the following specific assurances with its Federal Aid Highway Program.

CERTIFICATION

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Yuma Metropolitan Planning Organization by the Department of Transportation under the Federal Aid Highway Program and Federal Transit Program and is binding on it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in the interest and other participants in the Federal Aid Highway Programs.

Yuma Metropolitan Planning Organization
Title VI Assurances

The Yuma Metropolitan Planning Organization (herein 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 Federal Highway Administration and Arizona Department of Transportation**,** 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);
- 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);

- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statues)

The preceding statutory and regulatory cites hereinafter 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 it will promptly take any measures necessary to ensure 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 otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

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 agrees with and gives the following Assurances with respect to its Federal Aid Highway Program**.**

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 "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 Federal Aid Highway Program and, in adapted form, in all proposals for negotiated agreements regardless of finding source:

   > "The Yuma Metropolitan Planning Organization, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, 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, or 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 a Recipient.

5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

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; 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.

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 transference 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 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 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, Yuma Metropolitan Planning Organization also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing Federal Highway Administration or Arizona Department of Transportation 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 the Federal Highway Administration or Arizona Department of Transportation**.** You must keep records, reports, and submit the material for review upon request to Federal Highway Administration, Arizona Department of Transportation**,** or its designee in 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.

Yuma Metropolitan Planning Organization 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 Highway Administration and Arizona Department of Transportation**.** This ASSURANCE is binding on Arizona**,** 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(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Yuma Metropolitan Planning Organization

_____ _____

Paul D. Ward, YMPO Executive Director Date

Note: A Copy of the July 25, 2019 YMPO Executive Board Agenda will be sent to ADOT Civil Rights Office.
A Copy of the Official YMPO Executive Board Approval will be provided as As soon as the Executive Board approves the July 25, 2019 Minutes at the August 2019 meeting.

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 the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation,* 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 performance by it during the contract, will not discriminate on the grounds of race, color, or national origin 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 Subcontracts, 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 Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
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 Recipient, the Federal Highway Administration or Arizona Department of Transportation 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 the information, the contractor will so certify to the Recipient, the Federal Highway Administration, or Arizona Department of Transportation, 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 Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration or Arizona Department of Transportation, 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 contract, 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 request to any subcontract or procurement as the Recipient, the Federal Highway Administration, or Arizona Department of Transportation 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 the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

A

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 as authorized by law and upon the condition that Yuma Metropolitan Planning Organization will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of Federal Aid for Highways, and the policies and procedures prescribed by the Arizona Department of Transportation ,Federal Highway Administration and the U.S. Department of Transportation 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, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Yuma Metropolitan Planning Organization all the right, title and interest of the U.S. Department of Transportation 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 Yuma Metropolitan Planning Organization 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 will be binding on the Yuma Metropolitan Planning Organization, its successors, and assigns.

The Yuma Metropolitan Planning Organization, 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, or national origin, 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 Yuma Metropolitan Planning Organization 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, Non-discrimination 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 non-discrimination conditions, the Department 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. Department of Transportation 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 make clear the purpose of Title VI.

B

APPENDIX C

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

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Yuma Metropolitan Planning Organization pursuant to the provisions of Assurance 7(a):

A. 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:

1. 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 U.S. 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, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,

B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, Yuma Metropolitan Planning Organization 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.*

C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, Yuma Metropolitan Planning Organization 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 Yuma Metropolitan Planning Organization 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.

C

APPENDIX D

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

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by Yuma Metropolitan Planning Organization pursuant to the provisions of Assurance 7(b):

A. 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, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise 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, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (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.

B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, Yuma Metropolitan Planning Organization will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-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.*

C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, Yuma Metropolitan Planning Organization will there upon revert to and vest in and become the absolute property of Yuma Metropolitan Planning Organization 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.

D

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") 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 USC § 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 the 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, which prohibit 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 (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- 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, which 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 Persons 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 of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1687 et seq).

III. YMPO ORGANIZATIONAL STAFFING & PROGRAM ADMINISTRATION

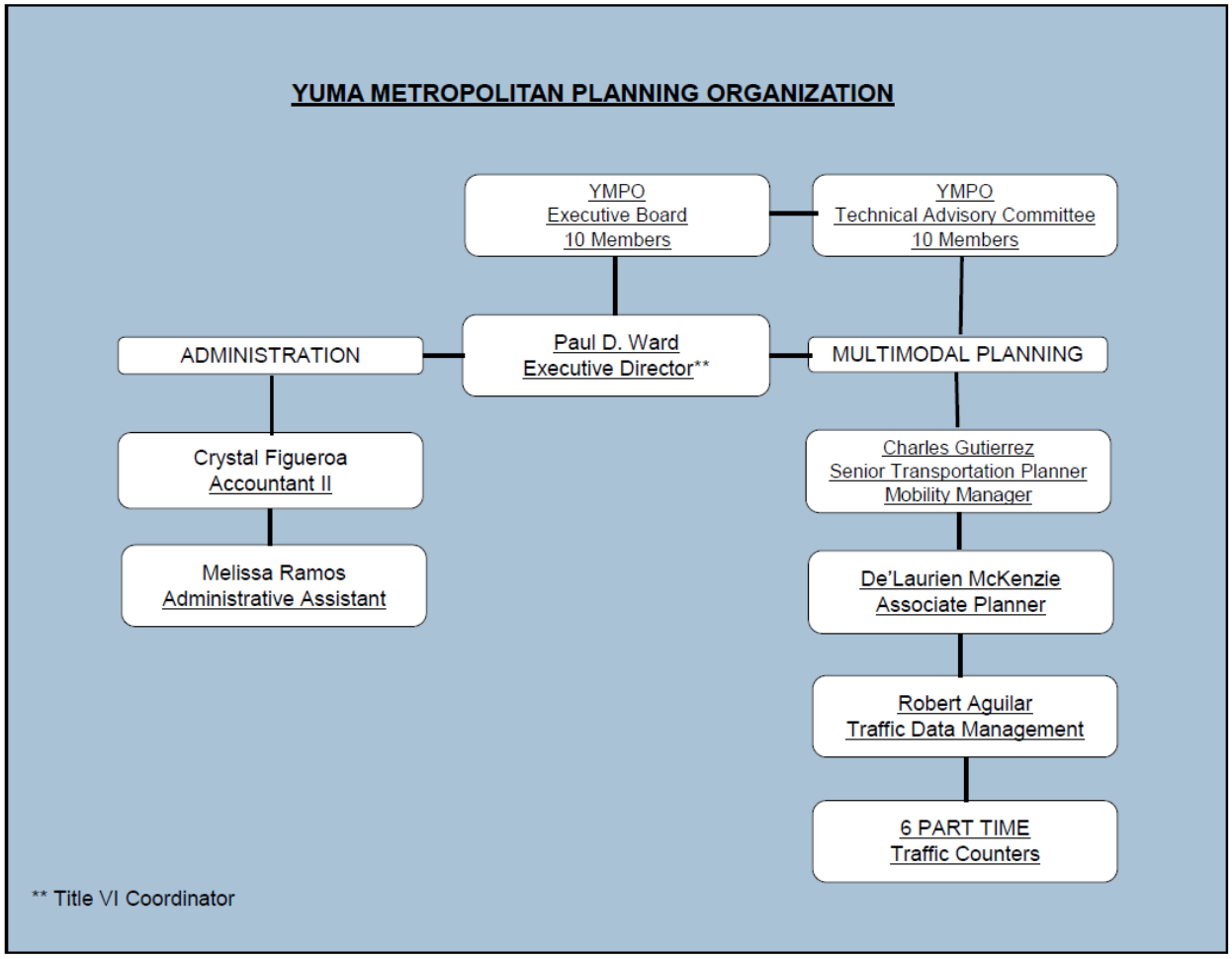
A. General Organization and Staffing

The Yuma Metropolitan Planning Organization (YMPO) has responsibilities for transportation planning in the Yuma County, Arizona area and in the Winterhaven, California area, making the YMPO a bi-state Metropolitan Planning Organization.

Paul Ward, Executive Director of the Yuma Metropolitan Planning Organization, is responsible for ensuring the implementation of the YMPO Title VI program. The Executive Board Chairman of the YMPO, on behalf of the Executive Board, is responsible for the overall management of the Title VI programs and serves as the Title VI "Chief Officer". The day-to-day administration of the program lies with the Title VI Liaison, Paul Ward, the YMPO Executive Director as depicted in Figure 1.

Paul Ward, Executive Director
502 S. Orange Ave
Yuma, Arizona
pward@ympo.org
Phone: 928-783-8911
Fax: 928-329-1674

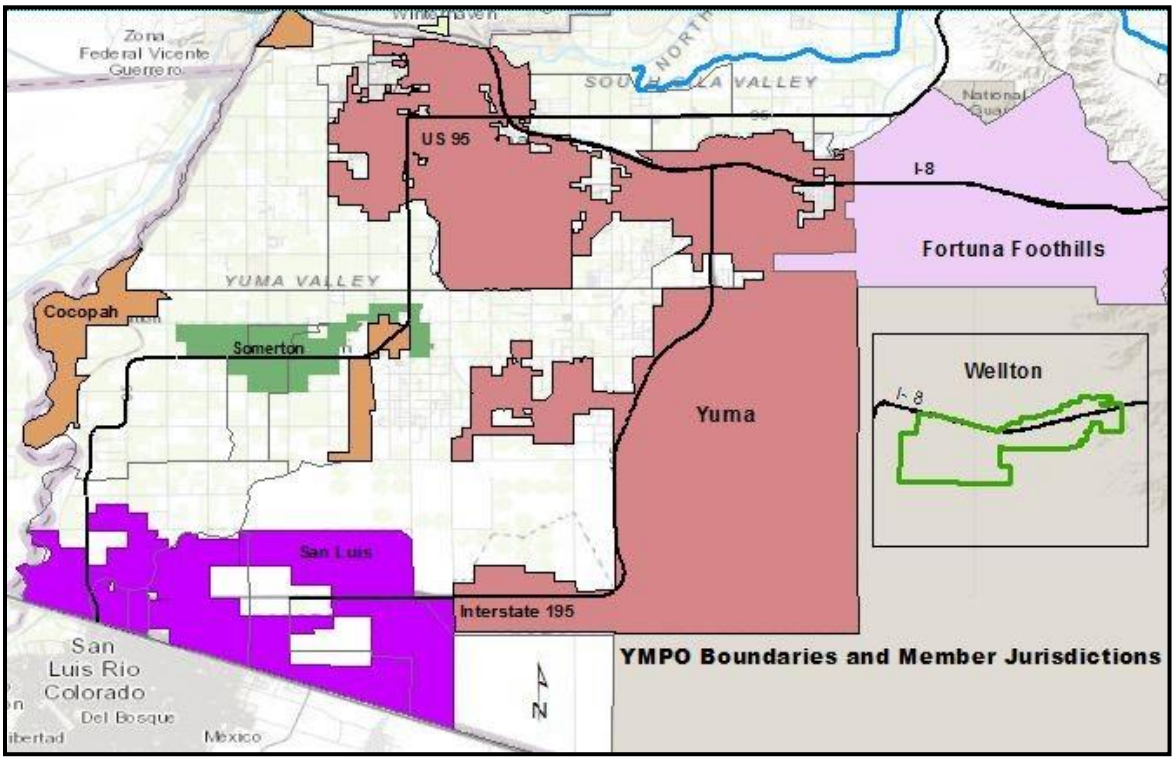
Figure 1: YMPO Organizational Chart



B. YMPO Planning Area

The planning area for the Yuma Metropolitan Planning Organization encompasses all of Yuma County and a portion of California (Figure 2). The boundary of the YMPO covers 5,522 square miles, which includes all of Yuma County. The small area of Winterhaven, California covers less than 1% of the total MPO boundary area. This region is approximately 180 miles southwest of the City of Phoenix and 170 miles east of the City of San Diego. The land ownership percentages for Yuma County are 84% Federal, 10.5% Private, 5.3% State of Arizona, and .2% Tribal lands.

Figure 2 : YMPO Area Map



C. STAFFING

Title VI Title Chief Officer

The Executive Chair of YMPO, Cecilia McCollough, is the Title VI Chief Officer with the overall responsibility of leading, supervising and administering the activities of the Yuma Metropolitan Planning Organization. The Chair signs the Policy Statement assuring YMPO's commitment to Title VI and leads the organization in its efforts to ensure nondiscrimination in its programs and activities. The Title VI Chief Officer also delegates Title VI duties, as necessary, to the Title VI Liaison.

Title VI Liaison/Coordinator Responsibilities

The Title VI Liaison/Coordinator, Paul D. Ward, Executive Director, has direct access to the Title VI Chief Officer and is charged with the responsibility for implementing,

monitoring, and ensuring YMPO compliance with Title VI regulations, including but not limited to, the following activities.

1. Identify and eliminate discrimination.
2. Provide Title VI Training to staff on a regular basis or, as necessary.
3. Prepare a yearly Title VI Accomplishment and Goals Report as required per ADOT directives.
4. Conduct Title VI reviews of contractors, consultants, suppliers, and other recipients of Federal Aid Highway and Transit fund contracts administered through the YMPO.
5. Collect statistical data (race, color, sex, age, disability, national origin, income, or limited English proficiency (LEP)) of participants in and beneficiaries of transportation-related programs under its jurisdiction.
6. Process the disposition of Title VI complaints received by the YMPO.
7. Develop Title VI and other information for dissemination to the public and, where appropriate, in languages other than English.

IV. YMPO MEMBERS

A. List of Member Communities

The organization of the YMPO consists of an Executive Board, a Technical Advisory Committee, Citizen Advisory Committees, and a small staff. Member agencies of the YMPO are Yuma County, the cities of Yuma, San Luis, and Somerton, the Town of Wellton, the Cocopah Indian Tribe, and the Arizona Department of Transportation.

B. Statistical Make up of Yuma County and Data Collection

Yuma County has a population of 210,500 [1]and contains 5,522 square miles of land. It is situated on the Colorado River in the southwestern corner of Arizona bordering Mexico. The county's overall population and specific population characteristics of the member agencies are as shown in Tables 1 and 2.

Table 1: YMPO Member Agency Populations

Member Agency	Census 2000 Population	Census 2010 Population	Estimated 2017 Population	Estimated 2018 Population
San Luis	15,322	25,505	32,751	33,490
Somerton	7,464	14,287	16,300	16,491
Wellton	1,829	2,882	3,023	3,030
Yuma	77,515	93,064	96,531	97,908
Unincorporated	58,094	60,013	61,000	61,469
Cocopah Indian Tribe	1,025	817	837	826

Source: U.S. Census Bureau, Population Division:
https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF

Table 2 : 2017 American Community Survey 5- Year Average Demographic Profile

	Percentage of Total Community						
General Characteristic	**San Luis**	**Somerton**	**Wellton**	**City of Yuma**	**Cocopah Indian Community**	**Quechan Indian Community**	**Yuma County**
Male	53.5%	49.8%	48.5%	51.0%	48.3%	51.3%	51.4%
Female	46.5%	50.2%	51.5%	49.0%	51.7%	48.7%	48.6%
Hispanic/Latino (of any race)	96.3%	96.9%	45.2%	59.1%	3.0%	30.2%	62.9%
White	75.3%	84.4%	65.9%	70.7%	43.4%	37.1%	73.1%
Black/African American	0.7%	0.6%	0%	3.4%	0.0%	NA	2.1%
Am. Indian/Alaskan Native	0.3%	0.4%	4.2%	1.0%	54.1%	60.3%	1.3%
Poverty	35.4%	26.8%	0.9%	18.1%	33.6%	35.2%	20.8%

Source: https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml

Male and Female Population Concentrations

Within the Yuma Region, 51.4 percent of the population was male and 48.6 percent was female.

Data Sources: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF .

Hispanic/Latino (of any race) Population Concentrations

Within the Yuma Region, 62.9 percent of the population identified themselves as Hispanic or Latino. In the communities of San Luis and Somerton, nearly all residents identified themselves as Hispanic or Latino (96.3% and 96.9% respectively). Map 1 displays concentrations of Hispanic/Latino Populations in the Yuma Region. The orange-colored areas show census tracts with high concentrations of Hispanic Latino Populations relative the Yuma County average. 22 (or 40 percent) of the 55 census tracts have concentrations of Hispanic/Latino population greater than the County average.

Data Sources:
U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates.
https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF

White Population Concentrations

Within the Yuma Region, 77.5 percent of the population classified themselves as White.

Data Sources:
U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates
https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF .

Black/African American Population Concentrations

Within the Yuma Region, only 2.8 percent of the population identified themselves as Black or African American. The highest concentration of Black/African American population is in the City of Yuma. Map 2 indicates the location of those concentrations. Approximately 33 percent (or 18 out of 55 census tracts) had concentrations greater than the County average.

Data Sources:

U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates
https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF .

American Indian/Alaskan Native Population Concentrations
Within the Yuma Region, 2.3 percent of the population was American Indian or Alaskan Native. Not surprisingly, over half of those living the Cocopah and Quechan Indian Communities identify themselves as Native American. However, Somerton and Wellton had larger percentages of Native American populations compared to the County average. Map 3 displays the location of those concentrations. 34 percent (or 19 out of 55 census tracts) had concentrations exceeding Yuma County's average.

Data Sources:
U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates
https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF

Concentration of those Living in Poverty
20.8 percent of those in Yuma County lived below the poverty level in the past 12 months. Only Wellton and the City of Yuma have a smaller percentage of those individuals living in poverty relative to the region. This data represents all individuals not just those in families. Map 4 shows those concentrations in Yuma County. Approximately 38 percent (or 21 out of 55) of all census tracts in the County had greater concentrations of poverty then the Yuma County average.

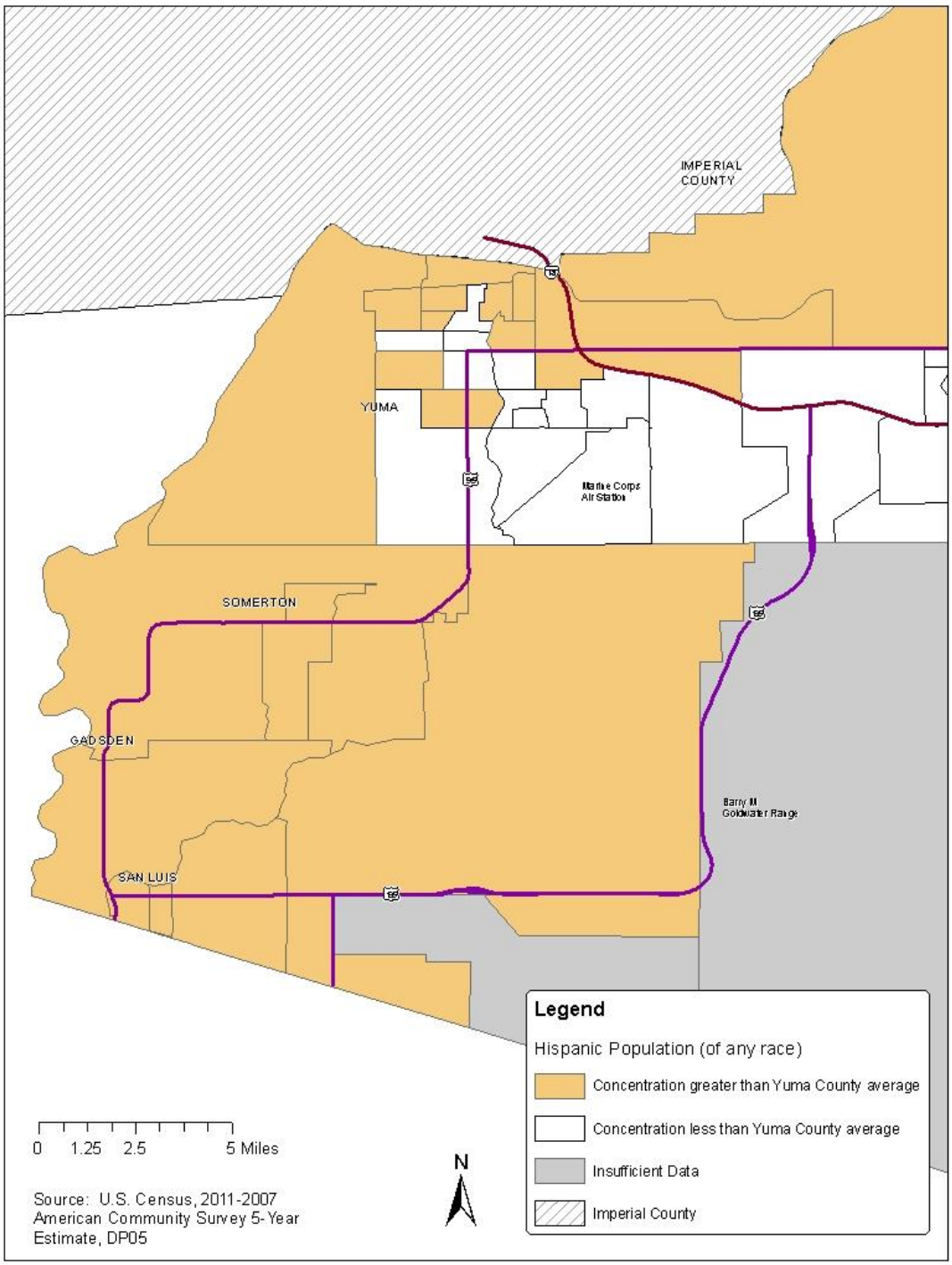
Data Sources:
U.S. Census Bureau/American Factfinder. "DP03: Percentage of families and people whose income in the past 12 months is below the poverty level- All people". 2007-2011 American Community Survey 5-Year Estimate. Web. 18 July 2013 http://factfinder2.census.gov.

DATA COLLECTION AND ANALYSIS

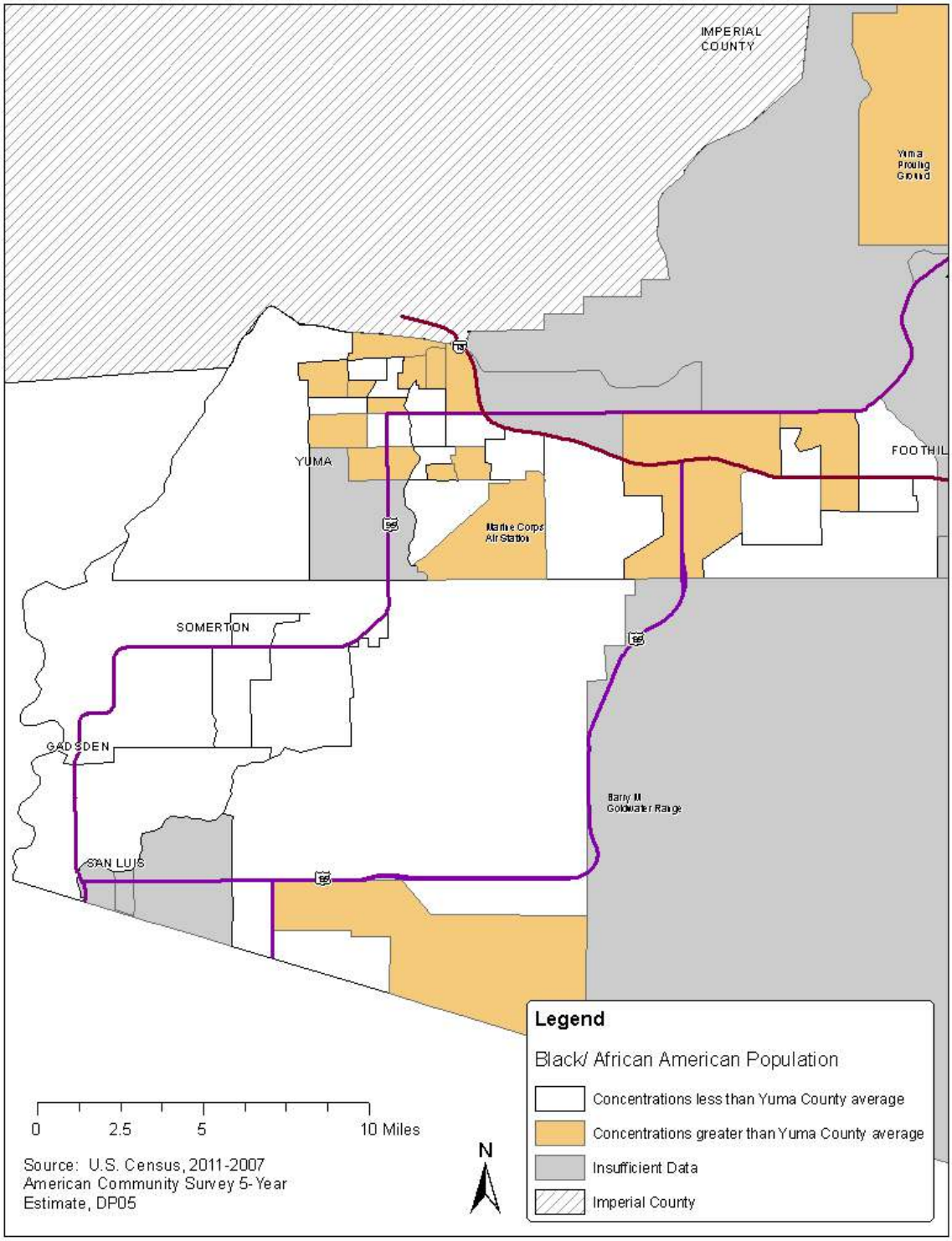
Data Collected from the Census Bureau and other sources are analyzed and used to ensure the minority, low income, and disabled populations are considered in the planning process. YMPO will begin to track with Title VI Survey Cards for Self-Identification Race (Sex and National Origin are not collected currently, maybe in the future).

YMPO in will begin to track Program Areas (Functional Classification, Special Project and Regional Planning, Public Participation, Public Transportation Planning, Administration) by using the survey card process at all meetings. During the RFP Process YMPO will implement a process to track all submittals for studies, reports, and plans to include Auditors and External Accounting firms.

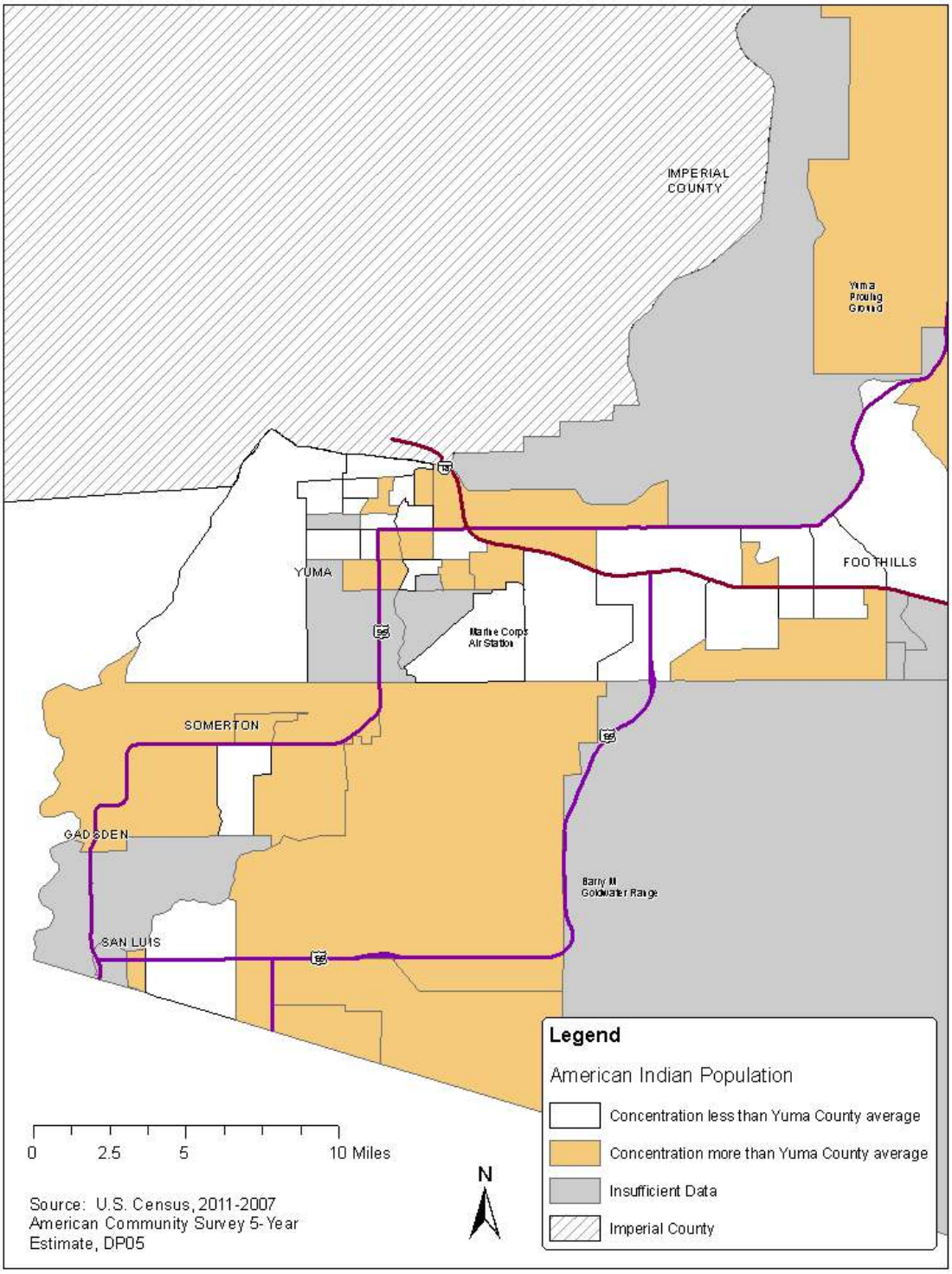
Map 1: Hispanic Population in Yuma County by Census Tract



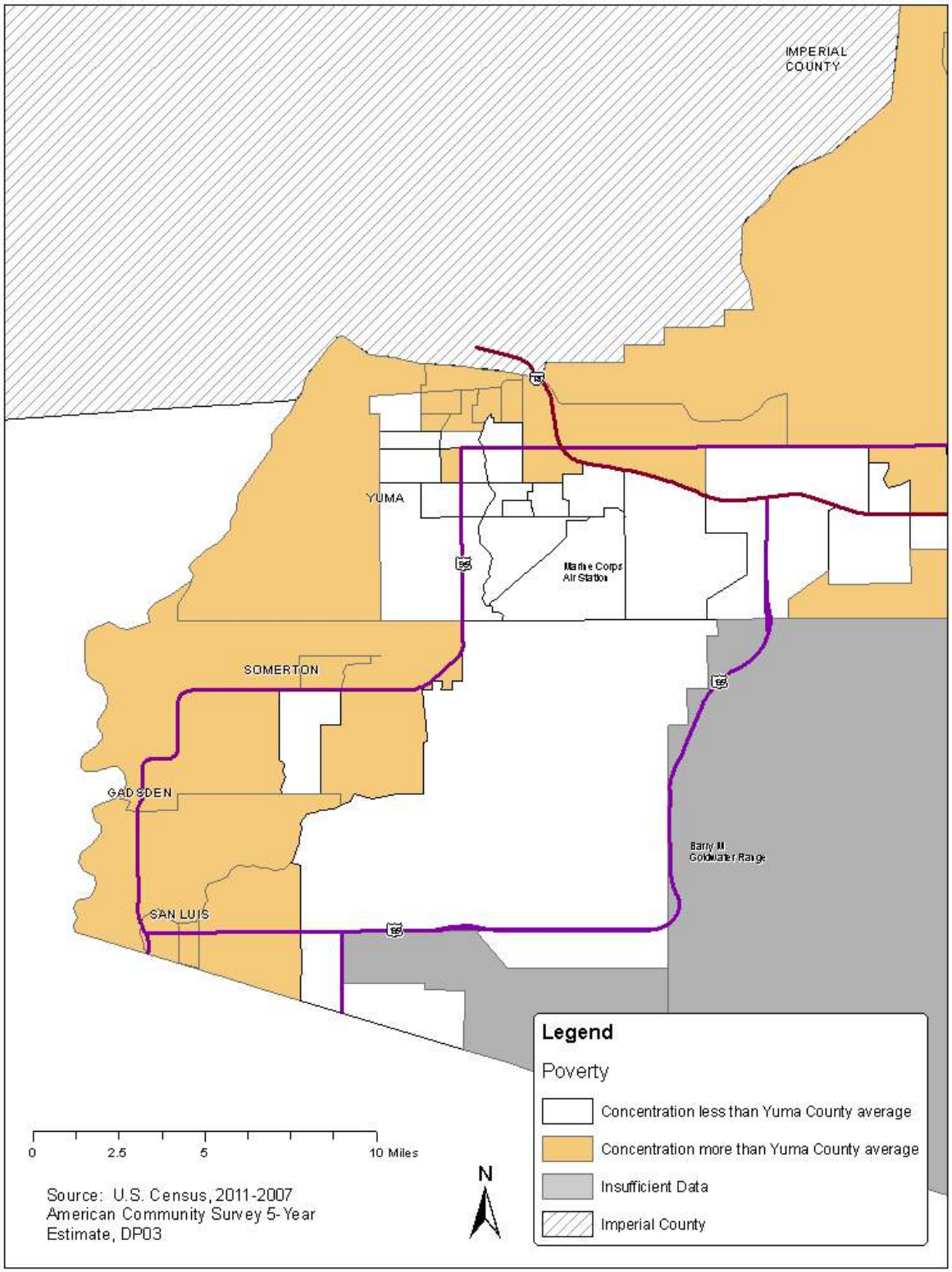
Map 2: Black/African American Population in Yuma County by Census Tract



Map 3: American Indian Population in Yuma County by Census Tract



Map 4: All Individuals Living Below the Poverty Level by Census Tract



C. Listing of Transportation Committees and Committee Composition

Yuma Metropolitan Planning Organization (YMPO) has responsibilities for transportation planning in the Yuma County, Arizona area and in the Winterhaven, California area, making the YMPO a bi-state Metropolitan Planning Organization. The YMPO consists of an Executive Board, a Technical Advisory Committee, Citizen Advisory Committees, and a small staff.

1. Executive Board

The YMPO Executive Board is responsible for all actions, agreements, and functions carried out by the Yuma Metropolitan Planning Organization. An Executive Director is hired by the Executive Board to administer day-to-day operations and direct YMPO staff. The Executive Board consists of elected officials from the YMPO member agencies: Yuma County, the cities of Yuma, San Luis and Somerton, the Town of Wellton, the Cocopah Indian Tribe, and one member from the State Transportation Board appointed by the Governor.

The Executive Board is also responsible for reviewing and approving the YMPO Title VI Program Plan. A copy of the minutes indicating approval is included as Attachment to this report.

The YMPO Bylaws State, SECTION III: Organization, A. Executive Board, 1. Membership (a) To be an eligible member of the Executive Board, that person must be a duly elected member of a governing body of a unit of local government located in the YMPO area, excepting the member of the Arizona State Transportation Board (who is appointed by the Governor of the State of Arizona). Each unit of local government and the State Transportation Board shall designate the person or persons among its duly elected governing body or, appointed to the State Transportation Board by the Governor, that shall serve as primary member(s) of the YMPO Executive Board. (see Table 3, for Executive Board Characteristics)

2. Technical Advisory Committee

The YMPO Technical Advisory Committee (TAC) has the authority and primary responsibility to conduct technical reviews and analyses regarding all work activities of the Unified Planning and Work Program and Budget and to advise the Executive Board on appropriate actions to be taken. The TAC is composed of technical and/or managerial staff representatives from each of the member agencies. In addition, there are one or more ex-officio, non-voting representatives. (see Table 3, for committee characteristics)

3. Audit Committee

The YMPO Audit Committee is a three-member committee selected of the Executive Board to oversee Federal audit compliance. (see Table 3, for committee characteristics)

4. Citizen Advisory Committees

Specific citizen advisory committees are formed to advise the Executive Board and the Technical Advisory Committee on related matters. Members are selected for their

expertise, as a representative of an organization or interest group, or as a citizen. (Table 3 will have Citizen Committee membership characteristics as needed)

Table 3. YMPO Board and Committee Characteristics

Executive Board

	Gender		Race/Ethnicity				
	Male	Female	White	African American	Native American	Asian American	Hispanic
No.	7	3	3	1	1	0	5
Percent of Total	70 %	30 %	30 %	10%	10 %	0 %	50 %

Technical Advisory Committee

	Gender		Race/Ethnicity				
	Male	Female	White	African American	Native American	Asian American	Hispanic
No.	7	3	5	0	0	0	5
Percent of Total	70 %	30 %	50 %	0%	0 %	0 %	50 %

Audit Committee

	Gender		Race/Ethnicity				
	Male	Female	White	African American	Native American	Asian American	Hispanic
No.	0	3	1	0	0	0	2
Percent of Total	0 %	100 %	33.3 %	0%	0 %	0 %	66.6 %

**Currently YMPO is tracking only the Executive Board, Technical Advisory Committee, and the Audit Committee

V. COMPLAINT PROCESS

The Yuma Metropolitan Planning Organization (YMPO) is committed to ensuring that no person is excluded from participating in, or denied the benefits of, its services or programs on the basis of race, color, or national origin as afforded under Title VI of the Civil Rights Act of 1964. The Yuma Metropolitan Planning Organization, as a federal grant recipient, is required to conform to Title VI of the Civil Rights Act of 1964 and related authorities.

The YMPO is committed to enforcing nondiscrimination in its programs and activities and protecting the rights and opportunities of the public within the service area of the YMPO.

This document outlines the Title VI complaint procedures related to providing programs, services, and benefits. It does not, however, deny the complainant the right to file formal

complaints with the Arizona Department of Transportation, the Secretary of the U.S. Department of Transportation, Equal Employment Opportunity Commission (EEOC), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), or to seek private counsel for complaints alleging discrimination, intimidation, or retaliation of any kind that is prohibited by law.

Any person who believes that he or she, either individually, as a member of any specific class of persons, or in connection with any minority contractor, has been subjected to discrimination prohibited by Title VI of Civil Rights Act of 1964 and related authorities including the Civil Rights Restoration Act of 1987, may file a complaint. The basis of the complaint must be (a) unequal treatment because of race, color, national origin, disability.

FTA Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 as they relate to any Federal Transit Administration funded program or activity administered by Yuma Metropolitan Planning Organization, its sub-recipients, consultants, and contractors. In addition to these procedures, complainants reserve the right to file formal complaints with other state or federal agencies or take legal action for complaints alleging discrimination.

A. Required Procedures for FTA Title VI/ADA Non-discrimination Complaints filed against YMPO:

1. For FTA funded programs or activities; the complainant may file a discrimination related complaint directly with YMPO, ADOT, or with the Federal Transit Administration by contacting the agencies at:

Paul D. Ward
Yuma Metropolitan Planning Organization
502 South Orange Avenue
Yuma, AZ 85364
Phone: 928-783-8911
Fax: 928-329-1674
Email: pward@ympo.org

And/or:

ADOT Civil Rights Office 206 S. 17th Ave, Mail Drop 155A Phoenix, Arizona 85007 Phone: 602-712-8946 Fax: 602-239-6257 Email: civilrightsoffice@azdot.gov	FTA Office of Civil Rights 1200 New Jersey Avenue SE Washington, D.C. 20590

B. Required Procedures for FTA Title VI/ADA Non-discrimination Complaints filed against YMPO sub-recipients, contractor, or consultant:

1. Any person, specific class of persons, or entity that believes they have been subjected to discrimination on an FTA related activity or program as prohibited by the legal provisions of the Title VI on the basis of race, color, or national origin can file a formal complaint with YMPO. A copy of the Complaint Form may be accessed electronically at: **https://ympo.org/studies-reports/title-vi-report/**
2. The complaint must be filed with 180 days of the alleged discrimination and include the date of alleged discrimination became known to the complainant or the last date of the incident.
3. Complaints should be writing and signed; they may be filed by mail, fax, in person, or email; in addition, the complainant may call the YMPO to provide allegations by telephone (928-783-8911). YMPO will transcribe the allegations of the complaint as provided over the telephone and send a written complaint to the complainant for acknowledgement and signature.
4. A complaint should contain at least the following information:
    - A written explanation of what has happened
    - A way to contact complainant
    - The basis of complaint (e.g., race, color, national origin)
    - The identification of a specific person/people and the respondent (e.g., agency, organization) alleged to have discriminated
    - Sufficient information to understand the facts that led to the complaint Believe that discrimination occurred in a program or activity that receives FTA financial assistance; a consultant, contractor, or sub-recipient of the YMPO
    - The date(s) of the alleged discriminatory act(s)
5. Upon receipt of a completed complaint, YMPO will determine jurisdiction acceptability or need for additional information. Once the determination has been made to accept the complaint for investigation, ADOT CRO will be notified within 72 hours. Title VI complaints against YMPO sub-recipients, contractors, or consultants in FTA funded programs will be investigated by YMPO.
6. YMPO will maintain a confidential log of all accepted Title VI Complaints for four (4) years; the log will include:
    - Name of complainant(s)
    - Date the complaint was received
    - Date of allegation
    - Description of the alleged discrimination
    - Other relevant information, as needed

- Report date
- Recommendations
- Outcome/disposition

7. Timeframes for investigating Title VI complaints directly by the YMPO must be completed within 60 days of receipt.
8. YMPO will forward a copy of the FTA Title VI complaints and preliminary findings reports to ADOT CRO within 60 days. Once ADOT CRO issues concurrence on preliminary report, YMPO will notify all parties involved.

FHWA Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 as they relate to any Federal Highway Administration funded program or activity administered by Yuma Metropolitan Planning Organization (YMPO), its sub-recipients, consultants, or contractors. In addition to these procedures, complaints reserve the right to file formal complaints with other state or federal agencies or take legal action for complaints alleging discrimination.

A. Required procedures for FHWA Title VI Complaints filed against YMPO, YMPO's sub-recipients, contractors, or consultants:

1. Any person, specific class of persons, or entity that believes they have been subjected to discrimination on an FTA related activity or program as prohibited by the legal provisions of the Title VI on the basis of race, color, or national origin can file a formal complaint with YMPO. A copy of the Complaint Form may be accessed electronically at: **https://ympo.org/studies-reports/title-vi-report/**
2. The complaint must be filed within 180 days of the alleged discrimination and include the date the alleged discrimination became known to the complainant or the last date of the incident.
3. Complaints should be in writing, signed, and may be filed by mail, fax, in person, or email; in addition, the complainant may call YMPO and provide the allegations by telephone for transcription. Once transcribed, YMPO will send the written complaint to the complainant for correction and signature.
4. A complaint should contain at least the following information:

    - A written explanation of what has happened
    - A way to contact complainant
    - The basis of complaint (e.g., race, color, national origin)
    - The identification of a specific person/people and the respondent (e.g., agency, organization) alleged to have discriminated
    - Sufficient information to understand the facts that led to the complaint

Believe that discrimination occurred in a program or activity that receives FTA financial assistance; a consultant, contractor, or sub-recipient of the YMPO
- The date(s) of the alleged discriminatory act(s)

5. Upon receipt of a completed complaint, YMPO will forward all FHWA Title Vi complaints to Arizona Department of Transportation (ADOT) Civil Rights Office (CRO) within 72 hours.
6. ADOT CRO will forward all FHWA Title VI complaints to the FHWA Division Office
7. All Title VI complaints received by the FHWA Division Office will be forwarded to the FHWA Office of Civil Rights for Processing and potential investigation.
8. If the FHWA Office of Civil Rights determines a Title VI complaint against a sub-recipient can be investigated by ADOT CRO, the FHWA Office of Civil Rights may delegate the task of investigating the complaint to ADOT CRO. ADOT CRO will conduct the investigation and forward the report of Investigation to the FHWA Office of Civil Rights for review and final disposition.
9. The disposition of all Title VI complaints will be undertaken by the FHWA Office of Civil Rights through either (1) informal resolution or (2) Issuance of Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to the FHWA Division Office.
10. The complainant may also file a discrimination related complaint on an FHWA program or activity directly with ADOT or with the Federal Highway Administration by contacting the agencies below:

ADOT Civil Rights Office	**Federal Highway Administration**
206 S. 17th Ave, Mail Drop 155A Phoenix, Arizona 85007 Phone: 602-712-8946 Fax: 602-239-6257 Email: civilrightsoffice@azdot.gov	U.S. Department of Transportation Office of Civil Rights 1200 New Jersey Avenue, SE 8th Floor E81-105 Washington, D.C. 20590 Phone: 202-366-0693 Fax: 202-366-1599 Email: civilrights.fhwa@dot.gov

The complaint may be filed in writing with YMPO as follows:

Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization
Attn: Title VI Liaison
502 South Orange Avenue
Yuma, AZ 85364

Or

ADOT Civil Rights Office

Attn: ADA/Title VI Program Manager
206 S. 17th Avenue, Mail Drop 155A
Phoenix, AZ., 85007
Voice: (602) 712-8946
Fax: (602) 712-6257
TDD: 711
civilrightsoffice@azdot.gov

Download the Complaint Form – English - https://ympo.org/studies-reports/title-vi-report/

Download the Complaint Form – Spanish - https://ympo.org/studies-reports/title-vi-report/

1. YMPO will acknowledge receipt of the complaint within five (5) calendar days of receipt.

2. YMPO will begin an investigation within fifteen (15) working days of receipt of a complaint.

3. YMPO will contact the complainant in writing no later than thirty (30) working days after receipt of complaint for additional information, if needed. If the complainant fails to provide the requested information in a timely basis, YMPO may administratively close the complaint.

4. YMPO will complete the investigation within ninety (90) working days of receipt of the complaint. If additional time for investigation is needed, the Complainant will be contacted. A written investigation report will be prepared by the investigator. This report shall include a summary description of the incident, findings and recommended corrective action.

5. A closing letter will be provided to the complainant. The respondent or respondent department will also receive a copy of the closing letter. Each will have five (5) working days from the receipt of the report to appeal. If neither party appeals, the complaint will be closed.

6. If required, the investigation report with recommendations and corrective actions taken will be forwarded to ADOT or the appropriate USDOT agency, the complainant.

What happens to my complaint after it has been submitted to YMPO?
All complaints alleging discrimination based on race, color or national origin, Limited English Proficiency, and disability in a transportation related service or benefit provided by YMPO will be recorded on a Complaint Log in the Title VI Database and electronically assigned an ID number by the Title VI Liaison.

The YMPO Title VI Liaison reviews all customer feedback and researches complaints alleging discrimination based on race, color or national origin, Limited English Proficiency,

and disability in a transportation related activity or benefit. Upon request, the YMPO Title VI Liaison will provide appropriate assistance to complainants, including people with disabilities, or who are limited in the ability to communicate in English in accordance with YMPO's Limited English Proficiency Plan.

In instances where additional information is needed for assessment or investigation of the complaint, the YMPO Title VI Liaison will contact the complainant in writing within 15 working days. Failure to provide the requested information by a certain date may result in the administrative closure of the complaint.

YMPO Title VI Liaison will investigate the complaint and prepare a draft written response subject to review by the YMPO Executive Director and YMPO Legal Counsel.

- **How will I be notified of the outcome of my complaint?**

YMPO will send a final written response to the complainant and advise the complainant of his or her right to file a complaint externally. YMPO will use its best efforts to respond to Title VI complaints within 60 working days of its receipt of such complaints.

VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

YMPO Limited English Proficiency Plan

The Yuma Metropolitan Planning Organization (YMPO) is responsible for an on-going, cooperative, and comprehensive transportation planning process in Yuma County. This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs, and the **Limited English Proficiency (LEP) Plan** plays an integral role in the process. This document will detail the LEP Plan, developed in conjunction with best practice standards for public involvement.

Introduction

On August 11, 2000, President William J. Clinton signed an executive order, Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency, to clarify Title VI of the Civil Rights Act of 1964. Its purpose was to ensure accessibility to programs and services to eligible persons who are not proficient in the English language.

This executive order stated that the individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. It reads in part,

> Each Federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities.

Not only do all federal agencies have to develop LEP Plans, as a condition of receiving federal financial assistance, recipients have to comply with Title VI and LEP guidelines of the federal agency from which funds are provided.

Federal financial assistance includes grants, training, and use of equipment, donations of surplus property, and other assistance. Recipients of federal funds range from state and local agencies, to nonprofits and other organizations. Title CI covers a recipient's entire program or activity. This means all components of a recipient's operations are covered. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order. The US Department of Transportation (DOT) published Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient Person in the December 14, 2005 Federal Register. The guidance explicitly identifies MPO's as organizations that must follow this guidance:

> The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation – not just the particular highway program or project – are covered by the DOT guidance.

The intent of this Limited English Proficiency Plan is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in Yuma County do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits, based on current laws and regulations.

Link *to* *http://ympo.org/limited-english-proficiency-plan/)*

LAWS AND POLICIES GUIDING LIMITED ENGLISH PROFICIENCY PLANS

As part of the Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the LEP Plan will be assessed and evaluated. The following matrix illustrates these laws, policies, and considerations:

Title VI of the Civil Rights Act of 1964	**Limited English Proficiency Executive Order 13166**
Federal Law	Federal Policy
Enacted in 1964	Enacted in August 2000
Considers all persons	Considers eligible population
Contains monitoring and oversight compliance review requirements	Contains monitoring and oversight compliance review requirements
Factor criteria is required, no numerical or percentage thresholds	Factor criteria is required, no numerical or percentage thresholds
Provides protection on the basis of race, color, national origin, income or limited English proficiency	Provides protection on the basis of national origin
Focuses on eliminating discrimination in federally funded programs	Focuses on providing LEP persons with meaningful access to services using four factor criteria
Annual Accomplishment and Upcoming Goals Report to FHWA	Annual Accomplishment and Upcoming Goals Report to FHWA

Who is an LEP individual?

As defined in the 2000 United States Census, it is any individual who speaks a language at home other than English as their primary language, and who speaks or understands English "not well" or "not at all".

Determining the Need

As a recipient of federal funding, the YMPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the Federal Register/Volume 70, Number 239/Wednesday, December 14, 2005/Notice, there are four factors to consider in
Determining "reasonable steps":

Factor 1: The number and proportion of LEP persons in the eligible service area;
Factor 2: The frequency with which LEP persons encounter YMPO programs;
Factor 3: The importance of the service provided by YMPO programs;
Factor 4: The resources available and overall cost to the YMPO.

The DOT Policy Guidelines gives recipients of federal funds substantial flexibility in

determining what language assistance is appropriate based on a local assessment of the four factors listed above. The following is an assessment of need in Yuma County in relation to the four factors and the transportation planning process.

LEP ASSESSMENT FOR THE YUMA METROPOLITAN PLANNING ORGANIZATION

Factor 1: The Number and Proportion of LEP persons in the YMPO Service Area

The first step towards understanding the profile of individuals that could participate in the transportation planning process is a review of the 2010 Census Data. For planning purposes, YMPO is considering individuals that speak English "not well" or "not at all" and only, the top three language groups are included in the analysis.

Table 1 is derived from the 2010 US
Census and shows the percentage of persons that speak English, Spanish, or other language at home. The City of San Luis has the greatest concentration of LEP persons – over 94%. The second highest is the City of Somerton with 93.5%. (other language can be American Sign Language, Cocopah Indian Tribe, Quechan Indian Tribe)

Table 1: Limited English Proficiency Persons in the YMPO Planning Area and Local entities

Factor 2: The Frequency in which LEP Persons Encounter YMPO Programs

The growing size of the LEP population in this region will likely increase the probability of future contact with the YMPO. There have been several requests in the past to provide publications in Spanish as well as an interpreter for public meetings.

3: The Importance of Services Provided by YMPO Programs

The YMPO programs utilize federal funds to plan for future transportation project and therefore do not include any direct service or program that requires vital, immediate, or emergency assistance such as medical treatment or services for basic needs (e.g., housing or food).
However, the YMPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice program and policy.

	Language Spoken at Home		
	English	**Spanish**	**Other Languages**
San Luis	3.7%	94.2%	2.1%
Somerton	5.6%	93.5%	.9%
Wellton	55.3%	38.3%	6.4%
Gadsden	48.4%	49.3%	2.3%
Dateland	31%	69%	--
Tacna	46.6%	49.5%	4.1%
Yuma City	64.7%	27.4%	7.9%
Yuma County	39.2%	55.7%	2.3%

The impact of proposed transportation investments on underserved and underrepresented population groups is part of the evaluation process in use of federal funds in three (3) major areas for the YMPO:

- The annual Unified Work Program and Budget
- The four-year Transportation Improvement Program

- The Regional Transportation Plan, covering 23 years

Inclusive public participation is a priority consideration in other MPO plans, studies, and programs as well. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The YMPO is concerned with input from all stakeholders and every effort is taken to make the planning process as inclusive as possible.

As a result of the Transportation Improvement Program and Regional Transportation Plan, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These local and state organizations have their own policies to ensure LEP individuals can participate in the process that shapes where, how, and when a specific transportation project is implemented.

Factor 4: The Resources Available and Overall YMPO Cost

Due to current financial constraints, translation of the large plan documents and maps are considered not warranted at this time. However, because of continued growth of the YMPO area and its LEP population, YMPO will create an inventory of language assistance measures that are currently provided and determine what additional services are needed to provide meaningful access to the LEP population. The YMPO will continue its efforts to collaborate with state and local agencies to provide language translation and interpretation services when practical and in consideration of available funding.

MEETING THE REQUIREMENTS

Engaging the diverse population within the YMPO service area is important. The YMPO is committed to providing quality services to all entities and citizens, including those with limited English proficiency. Spanish is the most dominant language spoken by LEP individuals in the YMPO service area. All language access activities detailed below will be coordinated in collaboration with the YMPO Executive Board and staff.

Safe Harbor Stipulation

Federal law provides a “safe harbor” stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with a greater certainty. A “safe harbor” means that as long as YMPO has created a plan for the provision of written translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI. However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis.

Evidence of compliance with the recipient’s written translation obligations under “safe harbor” includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected. Translation can also be provided orally.

The “safe harbor” provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.

Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. Methods for notification may include:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of YMPO services and the availability of language assistance;
4. Using automated telephone voicemail or menu to provide information about available language assistance services;
5. Including notices in local newspapers in languages other than English;
6. Providing notices on non-English-language radio and television about YMPO services and the availability of language assistance; and
7. Providing presentation and/or notices at schools and community-based organizations.

The YMPO will provide Spanish interpreter services, free of charge, at YMPO Executive Board meetings, workshops, public meeting, or events which will be noticed on the YMPO website, if notified seven (7) days prior to needed services. The YMPO defines an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written test from one language into another.

The YMPO can advertise public meeting notices in the Bajo Del Sol newspaper that serves the Hispanic community throughout Yuma County.

Language Assistance

A goal of the YMPO Public Participation Plan is to provide user-friendly materials that will be appealing and easy to understand.

VII. TRAINING

YMPO's Executive Director/Liaison/Coordinator and Senior Planning Manager receives Title VI Training by ADOT. The Title VI Liaison/Coordinator will provide training to the YMPO staff to ensure they understand the requirements of Title VI and related authorities including the complaint process and the LEP Plan, so staff can assist LEP individuals in person and/or by telephone. YMPO Executive Board members will receive a copy of the LEP Plan and the Public Participation Plan and have access to training to assure that they are fully aware of Title VI requirements, the LEP Plan, and the importance of public outreach.

New members of staff, Executive Board and Technical Advisory Committee (TAC) members are given an initial, formal, briefing on Title VI issues during their first few days; and after the initial session, further training is included as an integral part of a continuous, implementation phase. This allows our staff, Executive Board and TAC members, and members of the public, to be informed of any changes in policy and/or emphasis that

might be forthcoming from time to time from Federal Authorities and ADOT. The implementation phase also includes opportunities to remind members, at the beginning of any Board or TAC meetings or at the kick-off meetings for any new studies or plans that YMPO might commence, of the need for continual awareness of the importance of non-discrimination.

VIII. PROGRAM AREAS

A. Transportation Planning

The purpose of the YMPO's Transportation Planning Program is to assure that transportation and air quality planning and related issues and the implementation of projects, are effectively identified and coordinated by local, state, federal agencies, and the general public.

Management of the planning process is under direction from the YMPO Executive Board through the Executive Director. It is the function of the Executive Board to act as a policy body coordinating transportation planning, traffic engineering, and air quality conformity and related implementation activities within the overall regional comprehensive planning process.

The YMPO Technical Advisory Committee (TAC) provides review and input, as appropriate, and works closely with the YMPO's staff, providing guidance for development of all work activities.

The primary products of the Transportation Planning Process are preparing a 23-year Regional Transportation Plan, a 5-year Transportation Improvement Program, and the Air Quality Conformity Report.

B. Other Activities/Programs

1. Administration
2. Highway Performance Monitoring System (HPMS) Data
3. Functional Classification
4. Special Project Planning
5. Regional Planning
6. Public Participation Plan (PPP)
7. Public Transportation Planning
8. Environmental Overview
9. Capital Expenditures

The YMPO Executive Director/Title VI Chief Officer and the Title VI Liaison will provide review of the transportation related program areas to help ensure Title VI compliance in their programs and activities. Review will be an ongoing effort that will encourage the YMPO to view which program might need extra efforts to reach out the public.

IX. DISSEMINATION TO THE PUBLIC

A. YMPO's Public Participation Plan Link: https://ympo.org/plans/ympo-public-participation-plan/
Through its Public Participation Plan, YMPO makes every effort to reach the public to include them in the planning process. A copy of the Public Participation Plan is

included in this document.

B. Public Notice – A copy of the Public Notice is included as an Attachment. YMPO's Notice to the Public is posted in its offices and on its website.

Individuals needing additional information on YMPO's Title VI Nondiscrimination Program or ways to file a complaint or obtain additional information may contact:

Yuma Metropolitan Planning Organization
Attn: Title VI Liaison
502 South Orange Avenue
Yuma, AZ 85364
pward@ympo.org
928-783-8911

1. Process.

The MPO's axiom is "Local Governments and Citizens Working Together". The public input process used by the YMPO has many components. First, the elected representatives on the Executive Board receive citizen input from their communities in many ways. All have Call to the Public on their agency agendas and get direct input at that time. Several hold regular neighborhood meetings or lunch meetings to be available to their citizens to answer questions and receive input. In turn, the agency representatives carry forward this information to the YMPO Executive Board meetings and the Technical Advisory Committee meetings for discussion. The YMPO Executive Board meetings are open to the public, with agendas posted 24 hours in advance, and an item identified as Call to the Public is on the agenda of each meeting providing a specific forum for citizen input.

Additionally, YMPO conducts official public meetings that are advertised and held on specific agenda items, including but not limited to the 5-Year Transportation Improvement Program (TIP), the 23-Year Regional Transportation Plan (RTP), and the Unified Planning Work Program and Budget (UPWPB). At times, the public meetings have been held twice on the same day--once in the afternoon, and again in the evening--and at as many as six separate locations. YMPO conducts these public meetings in this manner to provide citizens ample opportunity to provide input. Moreover, YMPO staff will place in The Yuma Sun (a local newspaper) an advertisement in both English and Spanish prior to the final public meeting on the Regional Transportation Plan showing principal elements of the Plan and requesting comments. At the public meetings, YMPO staff solicits and accepts written comments as well. This solicitation is designed to target minority groups that typically to do not respond to newspaper postings.

Moreover, YMPO will conduct an additional round of public meetings to seek input on technical analyses or alternatives that are defined as a result of the initial public input phase. For the RTP, YMPO will conduct a second series of public meeting at the same sites, and consultants performing transportation studies on the behalf of the YMPO will conduct similar public meetings. Finally, YMPO will send out letters of invitation for both sets of public meetings for the RTP. The process is described in further detail in the Public

Participation Plan.

X. ENVIRONMENTAL JUSTICE (Executive Order 12898)

YMPO is committed to achieving Environmental Justice in its programs and activities. In accordance with the provisions of EO 12898, YMPO will consider minority and low-income populations in its planning process to minimize and mitigate any adverse health, safety, or economic effects on those populations.

The fundamental principles of Environmental Justice in DOT can be found at www.fhwa.dot.gov/environmental_justice/facts/ejfaq.cfm

XI. CONTRACTS AND SOLICITATIONS

YMPO contracts for some planning activities and professional services. The YMPO obtains consultant support by using a Request for Proposal (RFP) or Request for Qualifications (RFQ) procedure. Prior to advertising the RFP or RFQ, the YMPO will submit project information to ADOT who will determine a Disadvantage Business Enterprise (DBE) and/or race neutral goal(s). The requests are advertised with the DBE goal(s), and a compact list of qualified applicants is determined from the proposals submitted. A selection committee is formed, interviews with the short-listed consultants are held, and a consultant is chosen. The Executive Board must approve a contract before the Executive Director is authorized to sign it. Purchases less than $2,500 may be done at the discretion of the Executive Director. Three verbal quotes are required for purchases more than $2,500 and less than $50,000. For purchases between $50,000 and $100,000, three written quotes are required. The Executive Board must authorize purchases greater than $100,000 and must use sealed bids.

The consultants are required to conform to all Title VI provisions and those provisions specifically included in Request for Proposals and in the Contract for Services.

A. Request for Proposal

1. Solicitation

Respondents are notified that Disadvantaged Business Enterprises are encouraged to submit proposals to this request. The YMPO will ensure during the consultant selection process and award process, those respondents to this request will not be discriminated against based on sex, race, age, color, disability, creed, or national origin.

2. Qualifications and Selection Process

The choice of a consultant/firm will be determined by the applicants' technical merits and will be based on a combination of factors, including but not limited to the following: (1) Education of the staff assigned to the project, experience of the firm, the assigned project manager, and the assigned staff relative to the desired work; (2) References of bilateral processes or agreements from past clients to gauge competence, technical understanding of the issues, procedures, and tasks

accomplished in reaching the objective; (3) Direct experience; 4) Project understanding and approach; and (5) the YMPO's has adopted ADOT's current race neutral Disadvantaged Business Enterprise program. Based on the above technical factors, the YMPO's selection committee will rank the submitted proposals. The consultant/firm ranked highest will be chosen for negotiation of a final cost, at which time the Review Committee may review the attached cost estimates.

B. Contracts

Other Responsibilities of Consultant

The CONSULTANT shall comply with, at its own expense, the provisions of all local, state, and federal laws, regulations, ordinances, requirements, and codes that are applicable to the CONSULTANT as an employer of labor or otherwise. The CONSULTANT shall further comply with all laws, rules, regulations, and licensing requirements pertaining to its professional status and that of its employees, and shall require the same compliance of partners, associates, subcontractors, sub-consultants, and others employed or retained by it rendering any services hereunder. The Title VI Coordinator will review all documents for any and all CONSULTANT contracts, Memorandums of Understanding (MOUs), and Intergovernmental Agreements (IGAs) to assure that the Title VI language and appendices A-E are contained in the document.

XII. COMPLIANCE AND REVIEW PROCEDURES

A. **Sub-recipient Review Procedures**

The YMPO will review sub-recipient contracts, data collection, and analysis efforts and will interview staff to help ensure compliance with Title VI and subsequent authorities. YMPO does not have any sub recipients at this time.

XIII. PROJECT EFFECTS AND BENEFITS

The effects and benefits of YMPO projects, generally, are that transportation within the planning area is improved and that coordination has taken place among all agencies, assuring development of a complete, dependable, efficient, safe, aesthetically pleasing, and economical transportation system. It is a system that will provide safer and smoother traffic flow, will reduce fuel consumption, will optimize the use of citizens' personal and tax money, and will increase the efficiency of the existing transportation system. All citizens of the YMPO Planning Area benefit from these improvements.

XIV. LAWSUITS ALLEGING DISCRIMINATION

YMPO has had no lawsuits, investigations, or complaints during the past three years. All the member agencies have been contacted, and none reported any lawsuits, claims, or complaints filed against them for discrimination relating to transportation and/or public transit. A complaint log, a copy of which is attached, will be maintained should any of these occur.

XV. FEDERAL ASSISTANCE PROGRAMS

The YMPO presently receives yearly grants of Federal Transit Administration Planning Section 5303, grant funds in addition to and MAP21 Surface Transportation Program

(STBG), SPR, and PL funds. Eligible entities within the YMPO planning area receive Section 5310, 5311, 5316, and 5317 which the 5310, 5316, and 5317 have been combined into one source of funds in competing for the grant statewide.

XVI. COMPLIANCE AND ENFORCEMENT PROCEDURES

YMPO is committed to nondiscrimination in its programs and activities, and YMPO will enforce Title VI and related authorities and make every effort to identify and eliminate discrimination when it is found to occur. In the event that a complaint is made, the Title VI Coordinator will determine which program area is identified FTA or FHWA as the complaint. The Coordinator will then proceed to contact the necessary Federal and State agency depending on the program area of complaint. The Title VI Coordinator will for FTA program area components will Upon receipt of a completed complaint, YMPO will determine jurisdiction acceptability or need for additional information. Once the determination has been made to accept the complaint for investigation, ADOT CRO will be notified within 72 hours. Title VI complaints against YMPO sub-recipients, contractors, or consultants in FTA funded programs will be investigated by YMPO.

If during the investigation additional training is recommended to any YMPO Staff, sub-recipient, contractor, or consultant, the YMPO will administer training to correct the possible complaint. In the event, the YMPO Coordinator/Liaison determines that ADOT CRO needs to intervene for higher level training then ADOT CRO will be notified as to the next phase of mentioned training as recommended.

XVII. PROGRAM STATEMENT

Title VI of the Civil Rights Act of 1964 and Related Authorities

The Yuma Metropolitan Planning Organization (YMPO) is committed to ensuring that no person is excluded from participating in, or denied the benefits of, its services or programs on the basis of race, color or national origin as afforded under Title VI of the Civil Rights Act of 1964. The Yuma Metropolitan Planning Organization (YMPO) as a federal grant recipient is required by the Federal Transit Administration (FTA) to conform to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act of 1964 requires that no person in the United States, on the grounds of race, color, or national origin, be excluded from, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving federal financial assistance. YMPO is further committed to those related nondiscrimination authorities which provide protections on the basis of age, gender, disability, income status and limited English proficiency.

If you believe you have been subjected to discrimination under Title VI, you may file a written complaint with YMPO, Attn: Title VI Coordinator, 502 South Orange Avenue, Yuma, AZ 85364, call 928-783-8911, fax to 928-329-1674 or email to pward@ympo.org, place in the subject line: Title VI Complaint.

Título VI de la Ley de Derechos Civiles de 1964

La Organización de Planificación Metropolitana de Yuma (YMPO) se ha comprometido a garantizar que ninguna persona sea excluida de participar en, o negado los beneficios de, sus servicios o programas sobre la base de raza, color u origen nacional garantizada

en virtud del Título VI de los Derechos Civiles Acta de 1964. la Organización de Planificación Metropolitana de Yuma (YMPO) como beneficiario de subvención federal es requerido por la Administración Federal de tránsito (FTA) para cumplir con el Título VI de la Ley de Derechos Civiles de 1964 y sus modificaciones. Título VI de la Ley de Derechos Civiles de 1964 requiere que ninguna persona en los Estados Unidos, por motivos de raza, color u origen nacional, ser excluida de, ser negado los beneficios de, o ser objeto de discriminación, bajo cualquier programa o actividad que reciba asistencia financiera federal. YMPO es aún más comprometida con dichas autoridades no discriminación relacionados que proporcionan protecciones sobre la base de la edad, sexo, discapacidad, estado de ingresos y un dominio limitado del Inglés.

Si usted cree que ha sido objeto de discriminación bajo el Título VI, puede presentar una queja por escrito con YMPO, A la atención de: Coordinador del Título VI, 502 South Orange Avenue, Yuma, AZ 85364, llame al 928-783-8911, fax al 928-329 -1674 o envíe un correo electrónico a pward@ympo.org, coloque en la línea de asunto: Queja Título VI.

ATTACHMENT

PUBLIC PARTICIPATION PLAN

I. PURPOSE

The purpose of a public participation plan is to ensure a proactive public involvement process that assures the opportunity for the public to be involved in all phases of the planning process by providing complete information, timely public notice, opportunities for making comments, full access to key decisions, and early and continuing involvement in developing transportation plans and programs.

Within these programs, the following components are defined for the purpose of establishing the proper participation protocols:

A. **Transportation Improvement Program (TIP):** The Transportation Improvement Program represents the project selection document for federally-funded projects. Project priorities are indicated by the year the project is programmed. For federally-funded projects, the year programmed as indicated in the TIP refers to the Federal fiscal year ending September 30. Under federal guidelines, the TIP is a sequential, multi-year (3-5 years) program of transportation projects which is consistent with and implements the goals and objectives as described in the approved Regional Transportation Plan.

B. **Regional Transportation Plan (RTP):** This long-range plan (covering a span of 23 years) developed under Federal Transportation Planning Guidelines is designed to provide the continual development of a complete, dependable, efficient, safe, aesthetic, and economical regional transportation system.

C. **Air Quality Conformity Analysis (AQCA**): The YMPO has the responsibility to ensure that the transportation plans and programs within the YMPO planning boundaries conform to the state and national air quality plans and standards. Specifically, the emissions generated from proposed projects in the YMPO's five-year Transportation Improvement Program and the twenty-three-year Regional Transportation Plan must be consistent with and conform to air quality standards. The YMPO is required to undertake an air quality conformity analysis for two specific reasons: (1) to ensure that transportation investments (projects), strategies and programs, taken as a whole, have air quality impacts consistent with and conforming to state and national air quality plans and standards; and (2) to ensure that neither the transportation system as a whole nor individual transportation projects cause new air quality violations or worsen existing conditions.

D. **Environmental Documents (ED)**: Those documents developed by the YMPO that relate directly to environmental policy.

E. Regional Transportation Coordination Plan (RCP): The plan is meant to establish goals, criteria, and strategies for delivering efficient, coordinated services to elderly, underemployed, or otherwise financially disadvantaged persons and persons with disabilities.

II. PUBLIC PARTICIPATION

To participate is to express one's self at the proper time and in the proper forum. Public participation means participation in planning by people (public) outside the Yuma Metropolitan Planning Organization (YMPO) and its member entities, by planning and engineering professionals and by those who are not professional planners or government officials. It is a process of taking part in the transportation planning and decision-making that affect the community.

The YMPO efforts to secure participation will be targeted to stakeholders, who are individuals or entities that could be significantly affected by the transportation plan recommendations or could significantly influence implementation. Stakeholders include but are not limited to: the general public; low income, minority and disabled communities; neighborhood representatives; chambers of commerce; special transportation interests such as freight shippers, transit users and bicycle organizations; local officials; military installations; and federal and state transportation agencies.

A. Why the YMPO needs the public involved in Transportation Planning:

1. The public has the right to have a strong voice in all matters of public policy, including planning.
2. Only the public can provide the information needed to develop, maintain, and carry out an effective transportation plan. Planning staff, consultants and local officials need comments from those who know the community best: the people who live and work there.
3. Involvement informs and educates the public about transportation planning and creates an informed community, which in turn leads to better planning.
4. Participation gives the public a sense of ownership of the plan. It fosters cooperation among the public and between them and the YMPO.

B. The public participation plan contains the following elements:

1. Involvement Opportunities
   Provide the opportunity for the public to be involved in all phases of the planning process. See Sections III, VI, and VII for details.
2. Communication
   Establish mechanisms for maintaining communications between the public and local officials such as processes like mailings, legal ads, displays, and newsletters. See Section IV for details.
3. Information
   Assure that technical information is available and in simplified, understandable form. See Section V for details.
4. Response to Public Input
   A description of the methods used to respond to comments from the public. See Section VIII for details.
5. Advisory Committees
   The use of the committees and the means of providing a cross-section of affected citizens on the advisory committees. See Section IX for details.

III. PUBLIC PARTICIPATION PROCESS

To have a proactive public involvement process, the YMPO will provide a public comment period of 30 days on the proposed public participation procedure to be used in transportation planning process. The procedures will inform the public about how, when, and where they may participate. Public notification will be as provided in Section IV.

IV. PUBLIC NOTICE

A. Official notification of meetings, hearings, or other significant events will be provided in the following manner:

1. Publication will be at least thirty (30) days prior for public hearings and an adequate period for public meetings. An explanation of the content, along with the date, time and the place of the meeting will be published in both English and Spanish at least once in a newspaper of general circulation in the Yuma area.
2. The official notice will be published as a display advertisement in the non-legal section of the newspaper.

B. The YMPO will also utilize the following techniques to disseminate the information to a larger audience:

1. Information regarding meetings and events will be placed on the YMPO web site: www.ympo.org
2. Public Service Announcements and interviews on radio, government cable, and television to explain subject matter and promote participation.
3. Articles and Press Releases for the newspaper or other widely circulated publications.
4. Mass mailings through utility bills or other documents that are periodically issued to the community at large.
5. Use of advisory committees for community involvement.
6. Informal presentations at regional sites, open houses, round tables, or other community forums.
7. Formal presentations to various service clubs, civic, and professional groups.
8. Mailings to select individuals, groups, or interests that have expressed interest or made comments at meetings.

PUBLIC NOTIFICATION METHODS

	√ **Planned**			⁎ **Encouraged**		
NOTIFICATION AND PARTICIPATION TECHNIQUES	RTP	AIR QUALITY	TIP	ED/AQCA		RCP
Printed Notification	√	√	√			
Newspaper Advertisements	√	√	√	√		√
YMPO Web Site	√	√	√	√		√
Articles	√	√	⁎	⁎		*
Press Release	√	√	⁎	⁎		√
Mass Mailing	√	√	√			
Flyers	√					
TV/Radio	√	√	√			
Public Service Announcements	√	⁎	⁎	√		
Interviews	√	⁎	⁎			
Public Cable Channels	√	⁎	⁎			
Community Forums						
Public Information Meetings	√	√	⁎			⁎
Public Meetings	√	√	√	√		√
Group Presentations	√	⁎	⁎			√
Advisory Committee	√	√	√	√		√

V. ACCESS TO INFORMATION

The YMPO will provide the public with reasonable and timely access too technical and policy information relating to the data or content used in the development of transportation plans, programs, and projects. Standard documents will be available on the YMPO web site www.ympo.org and at the YMPO office 502 S Orange Ave. during normal working hours. Copies of draft plans will also be placed at the main branch location of the Yuma County Library District.

VI. PUBLIC MEETINGS

Public information meetings will be held at various Yuma area locations to inform the public of the planning process and to solicit ideas, input, and feedback. Public hearings and public information meetings will be held at locations accessible to and at times convenient to minority and disabled residents. The intent of holding public informational meetings at diversified locations is to solicit broad public comments. General locations of meetings will be in the City of San Luis, City of Somerton, City of Yuma, Yuma County Foothills, and Town of Wellton.

Notice of public hearings and public informational meetings will be given in accordance with and as listed in Section IV. A reasonable attempt will be made to notify organizations representing minority and disabled people and a request made that they provide their members with meeting notice and information.

Special arrangements will be made to accommodate persons with disabilities, low income, and people who do not speak English. For those without transportation and the disabled, the YMPO may provide free transportation via public transit to the meetings. Interpreters will be provided to accommodate Spanish-speaking individuals.

VII. VISUALIZATION

In order to ensure that the public is able to visualize the potential impact of any transportation or planning project, the YMPO will provide visual aids at public meetings and/or at the YMPO office. The visual aids may include but are not limited to the following types:

A. Power Point Presentations
B. Story Boards
C. Project Renderings
D. Regional and Project Level Maps
E. Satellite Photos
F. Project Site Photos
G. Charts and Graphs
H. “Before and After” Depictions

VIII. OPPORTUNITIES FOR PARTICIPATION

The YMPO will take a proactive approach to providing the opportunity for the public to be involved early and with a continuing involvement in all phases of the planning process. Extensive public notice will be undertaken of public information meetings and hearings as listed in Section IV and access to information as listed in Section V. Prior to the beginning of the public participation process, a list of names and addresses of citizens and organizations will be developed that will be contacted on a continued basis to serve as a base of interested citizens for input and comment. This list will be expanded as additional citizens attend the informational public meetings and make comments.

IX. CONSULTATION WITH REGIONAL PARTNERS

YMPO will coordinate meetings with local, state, regional, and tribal entities that are affected by its planning projects. For example, the YMPO may host a meeting(s) to review and receive comment concerning transportation-related projects in addition to mass mailings and all other official comment periods. Below is a general list of the regional partners that should be invited to participate, and the list should be updated to reflect changes in federal and state transportation planning regulations.

A. Arizona Department of Transportation Office of Environmental Services
B. Cocopah Indian Tribe
C. Quechan Indian Tribe
D. Bureau of Indian Affairs
E. Arizona Department of Environmental Quality
F. Arizona Game and Fish Department
G. Arizona State Historic Preservation Office
H. Marine Corps Air Station Yuma
I. U.S. Army Yuma Proving Grounds
J. U.S. Fish and Wildlife Service
K. U.S. Environmental Protection Agency
L. U.S. Army Corps of Engineers
M. U.S. Department of the Interior (the Bureaus of Reclamation and Land Management)
N. Federal Highway Administration
O. Arizona Department of Transportation
P. U.S. Forest Service
Q. National Park Service
R. Arizona Department of Water Resources
S. Arizona State Land Department

This list assumes that the local government agencies that comprise the YMPO TAC and Executive Board membership are automatically included in a Regional Partners list.

X. RESPONSE TO PUBLIC INPUT

Responses to questions and comments from the public concerning the public participation process, draft transportation plans, programs, or public agency consultation process will be made directly to the individual by letter or telephone call or by way of a periodic newsletter. A summary analysis and report on disposition of comments will be made a part of the final plan. Rationale for policy decisions will be available to the public in writing if requested.

XI. ADVISORY COMMITTEES

Advisory committees will be formed to advise the YMPO Executive Board and staff in the preparation and review of public participation plans, transportation plans, programs, and other related matters. There are two types of committees:

A. The Technical Advisory Committee (TAC) is a permanent committee that is composed of technical, planning, and or managerial staff representatives from each of the participating agencies of the YMPO. The membership of ten is as designated by the member agencies and number of members is fixed. In addition, there are ex-officio non-voting members from the Marine Corps Air Station, Bureau of Indian Affairs, Yuma County Intergovernmental Public Transportation Authority, and the Yuma Airport Authority. The TAC has an area representation makeup. Subcommittees of the TAC will be utilized to study issue areas not requiring the full TAC participation.

B. Specific citizen advisory committees will be formed on an ad hoc basis; members will be selected for their expertise, interest, or as an affected stakeholder. Examples are representatives of interest groups, transportation agencies, minorities, disabled, or representatives of geographical areas, such as neighborhood associations. The number of committee members will vary with the purpose for which the committee is formed. All committee members will have an equal voice in deliberations.

Examples of ad hoc advisory committees include: Transit Committee; Yuma County Transportation Consortium; Port Authority Formation Committee; Yuma County Pedestrian Safety Task Force, and Regional Transportation Plan Committee.

XII. TITLE VI

As part of the transportation planning process to meet the requirements of Title VI and to better serve the community the YMPO will reach out to the disadvantaged to ensure participation. Members of the Executive Board of the YMPO will continue to hold localized meetings in their respective areas where transportation issues are discussed. Advertising for major public meetings will be in both English and Spanish. Citizens that express interest or make comments at a public meeting will be put on a mailing list to be notified of other meetings and any proposed actions. For those without transportation and the disabled, the YMPO will provide free transportation via public transit to the meetings. A reasonable attempt will be made to notify organizations representing minority and disabled people and a request made that they provide their members with meeting notice and information. Attempts to have minority and disabled citizen representation on advisory committees will be made. Native American representations in the planning process is assured because the Cocopah Indian Nation is a full member of the YMPO and have direct involvement in transportation decisions.

XIII. AMENDMENTS

Substantial changes or amendments to a transportation plan will be done only after the public has been notified of an intent to modify the plan, and only after the public has had 30 days to review and comment on the proposed substantial changes. Notice, access to information and all public meetings will be in accordance with and as listed in Sections IV, V, and VI, respectively.

XIV. EXECUTIVE BOARD ACTION

The Executive Board of the YMPO will hold the final public hearing on the transportation plans. Notice of the time and place of the Public Hearing will be provided in accordance with the notification requirements listed in Sections IV, V, and VI. Following the Public Hearing, the adoption of transportation and related plans will be by Resolution of the Executive Board.

XV. FOLLOW UP

This is the initial effort of the YMPO to formalize the public participation process for transportation and related plans. This document establishes the basic techniques for disseminating the information to the public and engaging the citizens in interactive discussions about the transportation planning process. The YMPO will continue to identify and pursue other ways to increase public knowledge and participation. A review of the effectiveness of the public involvement process will be made on a tri-annual basis.

ATTACHMENT __

YUMA METORPOLITAN PLANNING ORGANIZATION
TITLE VI COMPLAINT FORM

Name of Complainant
_____

Home Address
_____

City, State, zip _____

Telephone _____ Home _____ Work

Email address _____

Race/Ethnic Group _____ Gender M F

Person discriminated against (if other than Complainant) _____

Home address
_____

City, State, Zip _____

Telephone _____ Home _____ Work

1. SPECIFIC BASIS OF DISCRIMINATION (Check appropriate boxes]):

[ ] Race [ ] Color [ ] National Origin

2. Date of alleged discriminatory act(s): _____

3. RESPONDENT (individual that complaint is filed against):
Name _____
Position _____
Work Location _____

4. Describe how you were discriminated against. What happened? Who was responsible? For additional space, attach additional sheets of paper
_____-
_____

_____
_____

5. Did you file this complaint with another federal, state, or local agency? Did you file this complaint with a federal or state court? Yes No

If answer is yes, circle the agency in which the complaint was filed.

Federal agency Federal Court State Agency State court
Local agency Date filed: _____

6. Provide contact information for the filing agency or court:

Name _____
Address _____
City, State, Zip _____
Telephone _____

_____ _____
Signature Date

The complaint may be filed in writing with YMPO as follows:

Yuma Metropolitan Planning Organization
Attn: Title VI Liaison
502 South Orange Avenue
Yuma, AZ 85364

Complainants may also use the following to initiate the filing of a complaint:

By e-mail to: pward@ympo.org Title VI Complaint in the subject line.
By telephone: YMPO Title VI Liaison - 928-783-8911, TTY/TDD users should use 711
By fax to: Attn: YMPO Title VI Liaison - 928-329-1674

(Attach any supporting documents)

TITLE VI FORMULARIO DE QUEJA

Nombre de la persona que presenta la queja
_____

Domicilio del participante _____

Ciudad, Estado, Codigo Postal
_____

Telefono de la casa_____ Telefono de trabajo
_____

Direccion de correo electronico
_____

Raza/grupo etnico _____ Genero F □ M □

Persona discriminada (si no es la misma que presenta la queja)
_____
_

Domicilio particular _____

Ciudad, Estado, Codigo Postal
_____

Telefono de casa _____ Telefono de trabajo _____

1. FUNDAMENTO ESPECIFICO DE LA DISCRIMINACION (Marque los casilleros que Correspondan):

Raza □ Color □ Origen Nacional □

2. Fecha del presumo acto o actos de discriminacion: _____

3. DEMANDADO (persona contra la cual se presenta la queja):

Nombre _____
Puesto de trabajo_____
Lugar de trabajo _____
Raza/grupo etnico _____

4. Describa de que manera fue discriminado. Que sucedio y quienes fueron los responsables? Si necesita mas espacio adjunte hojas adicionales, _____

_____

_____

5. Presento esa demanda ante otra agencia local, estatal, o federal, o ante un tribunal estatal o federal?

Si □ No □

6. Si la respuesta es si, marque los casilleros ante los cuales presento la demanda:

Agencia Federal □ Tribunal Fedreral □ Agencia Estatal □
Tribunal Estatal □ Agencia Local □

Fecha de presentacion: _____

7. Proporcione informacion de contacto de un representante del organismo adicional (agencia o tribunalante el cual presento la demanda:

Nombre_____
Domicilio _____
Ciudad, Estado, Codigo Postal _____
Telefono _____

Firme esta demanda en el espacio que figura a continuacion.

_____ _____
Firma Fecha

La queja pueded ser presentada por escrito a YMPO al domicilio:

Yuma Metropolitan Planning Organization
Attn: Title VI Liaison
502 South Orange Avenue
Yuma, AZ 85364

La queja pueded ser presentada por escrito con YMPO como sigue:

Por correo electronica:	pward@ympo.org con titulo Title VI Queja en La Linea sujeta.
Por telefono:	YMPO Title VI Liaison - 928-783-8911, TTY/TDD Los usuarios deven USAR 711
Por fax:	Attn: YMPO Title VI Liaison - 928-329-1674

(Adjunte todos documentos de respaldo)

ATTACHMENT

LOG OF INVESTIGATIONS, COMPLAINTS, LAWSUITS

FHWA

2019 Title VI Log Sheet			FHWA				
Case #	Complaint	Respondant	Agency File With	Date Filed	Basis	Date of Report	Decision

FTA

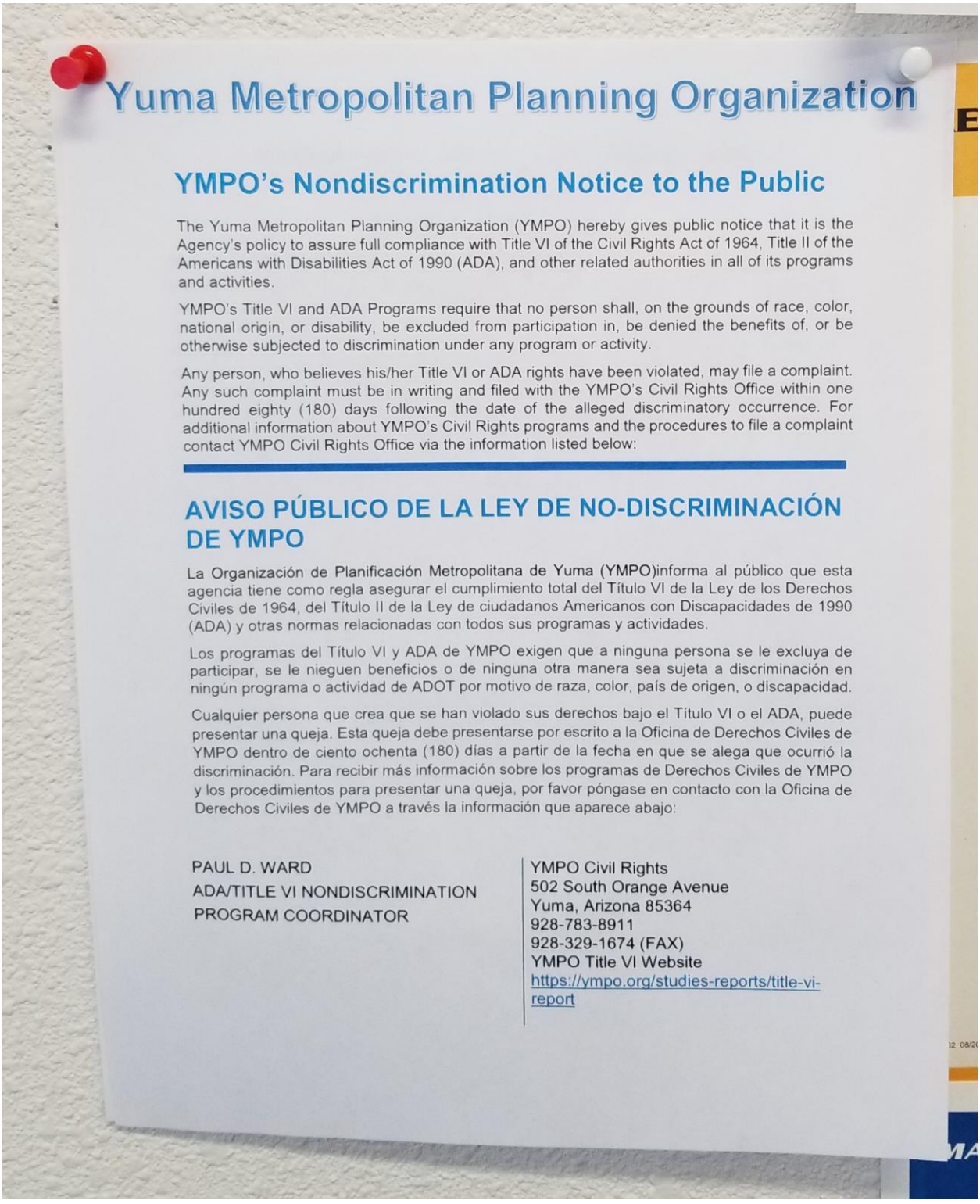
2019 Title VI Log Sheet FTA					
	Date	Summary (Race. Color, Nationa Origin)	Status	Action Taken	
Investigations					
1					
2					
Lawsuits					
1					
2					
Complaints					
1					
2					

ATTACHMENT

YMPO Executive Board Minutes will be provided once approved through the ADOT Civil Rights Office

ATTACHMENT

Title VI Program Statement Displayed



Yuma Metropolitan Planning Organization

YMPO's Nondiscrimination Notice to the Public

The Yuma Metropolitan Planning Organization (YMPO) hereby gives public notice that it is the Agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990 (ADA), and other related authorities in all of its programs and activities.

YMPO's Title VI and ADA Programs require that no person shall, on the grounds of race, color, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

Any person, who believes his/her Title VI or ADA rights have been violated, may file a complaint. Any such complaint must be in writing and filed with the YMPO's Civil Rights Office within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For additional information about YMPO's Civil Rights programs and the procedures to file a complaint contact YMPO Civil Rights Office via the information listed below:

AVISO PÚBLICO DE LA LEY DE NO-DISCRIMINACIÓN DE YMPO

La Organización de Planificación Metropolitana de Yuma (YMPO)informa al público que esta agencia tiene como regla asegurar el cumplimiento total del Título VI de la Ley de los Derechos Civiles de 1964, del Título II de la Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA) y otras normas relacionadas con todos sus programas y actividades.

Los programas del Título VI y ADA de YMPO exigen que a ninguna persona se le excluya de participar, se le nieguen beneficios o de ninguna otra manera sea sujeta a discriminación en ningún programa o actividad de ADOT por motivo de raza, color, país de origen, o discapacidad.

Cualquier persona que crea que se han violado sus derechos bajo el Título VI o el ADA, puede presentar una queja. Esta queja debe presentarse por escrito a la Oficina de Derechos Civiles de YMPO dentro de ciento ochenta (180) días a partir de la fecha en que se alega que ocurrió la discriminación. Para recibir más información sobre los programas de Derechos Civiles de YMPO y los procedimientos para presentar una queja, por favor póngase en contacto con la Oficina de Derechos Civiles de YMPO a través la información que aparece abajo:

PAUL D. WARD
ADA/TITLE VI NONDISCRIMINATION
PROGRAM COORDINATOR

YMPO Civil Rights
502 South Orange Avenue
Yuma, Arizona 85364
928-783-8911
928-329-1674 (FAX)
YMPO Title VI Website
https://ympo.org/studies-reports/title-vi-report