

Dubuque Metropolitan Area Transportation Study (DMATS)

Title VI Non-Discrimination Program Plan

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Table of Contents

Overview	3
<i>Purpose</i> 3	
<i>Definitions</i>	4
The Dubuque Metropolitan Area	5
The Dubuque Metropolitan Area Transportation Study (DMATS)	6
<i>Organization and Management</i>	6
<i>Committees Composition</i>	8
DMATS Nondiscrimination Policy	9
<i>Title VI Notice to the Public</i>	9
<i>How to File a Title VI Complaint</i>	9
<i>Title VI Coordinator</i>	10
<i>Other locations for filing Title VI Complaint</i>	10
Title VI Land and Environmental Justice Considerations in the Planning and Programming Process	12
<i>Public Involvement Policy Plan (PIP)</i>	12
<i>Limited English Proficiency Plan</i>	13
<i>Procedure for Conducting an Environmental Justice Analysis</i>	13
Title VI and Environmental Justice in DMATS Planning Documents	14
<i>Long Range Transportation Plan</i>	14
<i>Transportation Improvement Program (TIP)</i>	15
<i>Transportation Planning Work Program (TPWP)</i>	15
<i>Public Involvement Plan (PIP)</i>	16
<i>Passenger Transportation Plan (PTP)</i>	16
<i>Tri State Trail Plan</i>	17
Title VI and Environmental Justice in DMATS Programs	18
<i>Surface Transportation Block Grant Program</i>	18
<i>Transportation Alternatives Program</i>	19
Demographic Profile	20
<i>Minority Populations</i>	20
APPENDIX A – Title VI Notice to the Public	22
APPENDIX B – Title VI Compliant Form	23

Overview

Purpose

The U.S Department of Transportation's (USDOT) Title VI regulations¹ require that all programs which receive funding from the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA) must be compliant with Section 601 of Title VI of the Civil Rights Act of 1964, which states:

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

Recipients of USDOT financial assistance are required to prepare a Title VI Program in accordance with the guidance contained in FTA Circular 4702.1B, with the objectives to:

- Ensure that the level and quality of transportation facilities and services are planned for and provided in a nondiscriminatory manner;
- Promote full and fair participation in transportation decision-making without regard to race, color, or nation origin;
- Ensure meaningful access to transportation planning-related programs and activities by person with limited English proficiency.

As a subrecipient of USDOT funding, the Dubuque Metropolitan Area Transportation Study (DMATS) is required to prepare a Title VI Program containing:

- DMATS's Title VI notice to the public;
- Procedures for filing a discrimination complaint;
- Listing of any public transportation-related Title VI investigations, complaints, or lawsuits filed against DMATS;
- Public participation plan;
- Limited English proficiency (LEP) plan; and
- Overview of minority representation on DMATS's planning and advisory bodies.

Additionally, as a Metropolitan Planning Organization (MPO) DMATS is required to include a demographic profile of the metropolitan area that includes identification of the locations of minority populations in the aggregate, a description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process, demographic maps that overlay the percent minority and non-minority populations and charts that analyze the impacts

of the distribution of State and Federal funds in the aggregate for public transportation purposes, and an analysis of any actions that could result in a disparate impact on the basis of race, color, or national origin.

The Title VI program must be approved by the MPO Board and submitted to the Iowa Department of Transportation (IADOT) every three years.

DMATS is committed to preventing discrimination and to fostering a just and equitable society, and recognizes the key role that transportation facilities and services provide to the community. The following Title VI program was approved by the DMATS on _____.

Definitions

The following are a selection of definitions applicable to the Title VI Program, which can be found in Chapter 1 of FTA Circular 4702.1B:

Discrimination: Refers to any action, or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub-recipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.

Limited English Proficiency (LEP) Person: Refers to person for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Low-Income Person: Means a person whose median household income is at or below the U.S. Department of Health and Human Service poverty guidelines.

Metropolitan Planning Organization (MPO): The organization created and designated to carry out the federal required metropolitan transportation planning process.

Minority Person: Includes the following:

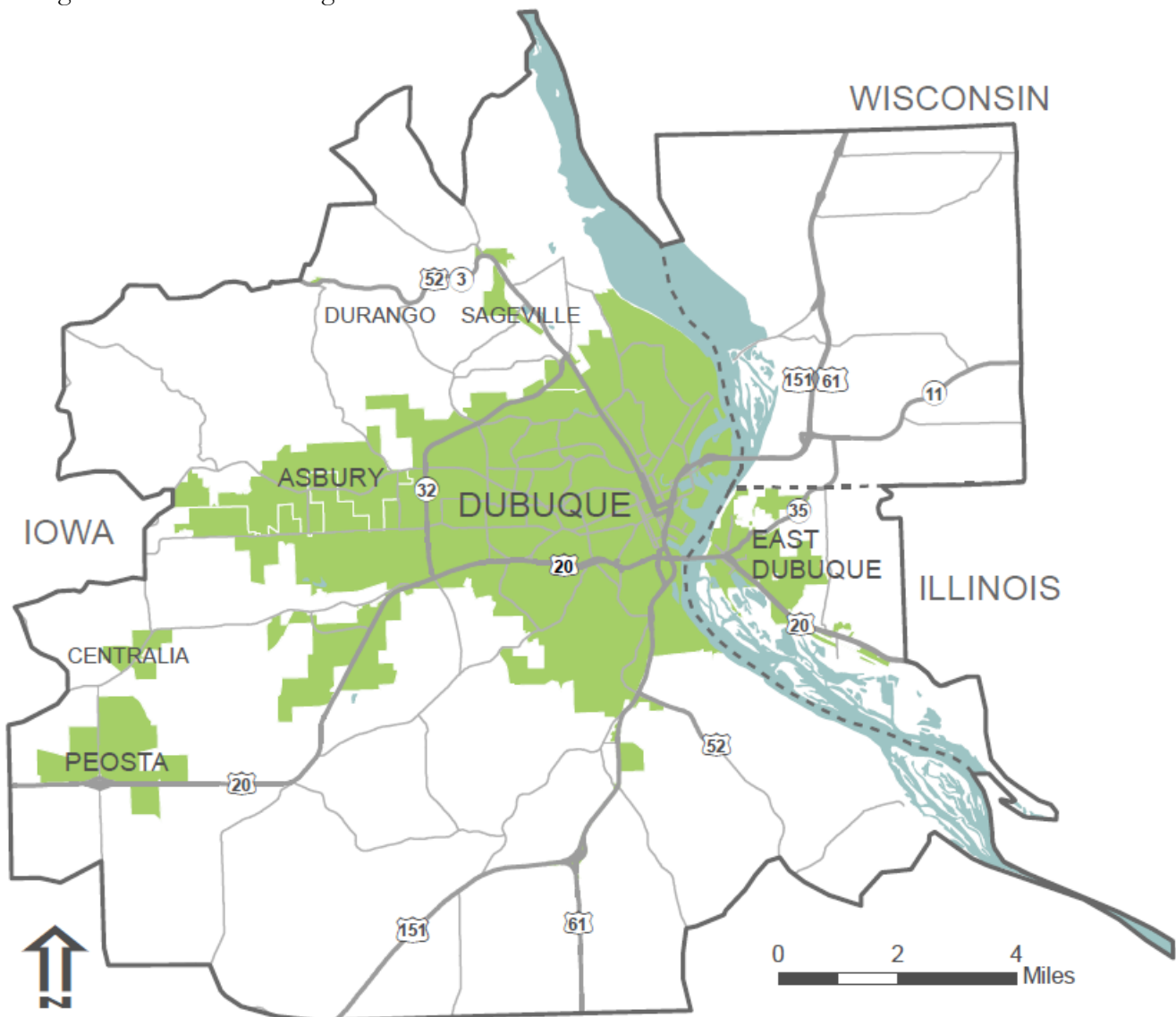
1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
3. Black, or African American, which refers to peoples having origins in any of the Black racial groups of Africa.
4. Hispanic, or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

The Dubuque Metropolitan Area

The Dubuque Metropolitan Area is a tri-state Metropolitan Planning Organization (MPO) located at the boundary intersections of the states of Iowa, Illinois and Wisconsin. The 2010 population for the Dubuque area was 81,073 with approximately 92.7% of the total population living in the Iowa portion of the region. The major transportation routes in, around and through this area include US Highways 20, 52, 61, and 151; all coming to a junction at the base of the Julien Dubuque Bridge over the Mississippi River.

Dubuque is Iowa's oldest city and is among the oldest settlements west of the Mississippi River. Dubuque's early economy developed around lead mining, trading, and river transportation. Over time, the area added a rail transportation center where major railroad companies converged on the Mississippi River banks for easier distribution of product. Highway transportation followed and developed into the major form of transportation in the area. Today the area continues improve quality of life by expanding the region's bicycle and pedestrian network, improving access to public transit, and creating a modern and efficient freight transportation system. Figure 1 maps the DMATS planning area.

Figure1: DMATS Planning Area



The Dubuque Metropolitan Area Transportation Study (DMATS)

The Dubuque Metropolitan Area Transportation Study (DMATS,) composed of both a Technical Committee and Policy Committee, guides the Metropolitan Planning Organization (MPO) for the Dubuque Metropolitan Area. As the guiding entity of the MPO for the three-state (Illinois, Iowa & Wisconsin) Dubuque Metropolitan Area, DMATS is responsible for maintaining a continuous, comprehensive and coordinated (“3-C”) transportation planning process.

DMATS is composed of a broad mixture of local, regional, state and federal officials from all three states; each representing their individual agencies within the region. Local governments represented on the DMATS committees are the cities of Asbury, Centralia, Durango, Dubuque, Peosta, Sageville and Dubuque County in Iowa; East Dubuque and Jo Daviess County in Illinois; and Jamestown Township, the unincorporated town of Kieler and Grant County in Wisconsin. In addition, DMATS has representation from each of the three state Departments of Transportation (Iowa, Illinois and Wisconsin,) the regional councils of government in Iowa (East Central Intergovernmental Association - ECIA,) and Wisconsin (Southwest Wisconsin Regional Planning Commission - SWRPC,) Jule Transit, the Regional Planning Affiliation 8 (RPA 8) Regional Transit Authority and the Federal Highway Administration (FHWA).

The primary responsibilities of DMATS include:

- Preparing and maintaining a long-range multi-modal transportation plan.
- Preparing a transportation improvement program to provide for transportation investments to meet metropolitan transportation needs.
- Other duties as required to comply with state and federal regulations.

Organization and Management

The Dubuque Metropolitan Area Transportation Study was established on March 25, 1976 through the adoption of Articles of Agreement by the participating organizations in the area. This cooperative, comprehensive, and continuing transportation planning process was established by agreement between the state and local governments in compliance with Section 134 of the United States Code. The planning process is implemented through a committee structure. All committees forward their recommendations to the Policy Committee for consideration. Each committee's responsibilities are summarized below:

Policy Committee - Responsible for establishing overall policy making decisions related to transportation funding priorities, programming of STP and Transportation Alternative funds, and monitoring the direction of studies of transportation conditions in the metropolitan area.

Technical Advisory Committee - Reviews, studies, and makes recommendations related to technical issues affecting study priorities and the transportation planning and programming process.

Policy Committee:

DMATS is governed by 22-member Policy Board appointed by local units of government within the Metropolitan Planning Boundary. Federal law requires that the Policy Board shall consist of:

- Elected officials;
- Officials of public agencies that administer or operate major modes of transportation in the metropolitan area; and

- Appropriate State officials

Policy Committee: The policy Committee consist of the following representatives:

- A Director or Secretary of each State Department of Transportation or their formally designated representatives,
- The designated representative of each County Board of Supervisors who shall be an elected official residing in or having authority within the Dubuque Metropolitan Area Transportation Study area, and who shall also represent those portions of the transportation study area contained within incorporated areas not otherwise represented on the Policy Committee,
- The Mayor and six City Council Members of the City of Dubuque, Iowa,
- The chief elected official or formally designated representatives of the governing body of any township, municipality, or village within the transportation study area having a population of more than 2,000 persons but less than 50,000 persons, and having legislated responsibility for transportation policy and development,
- The Chair or designated representative of each of the regional planning organizations,
- A formally designated representative of each public transit authority providing transportation services within the Dubuque Metropolitan Area Transportation Study area,
- Representatives of federal agencies having transportation related responsibilities, who shall serve without a vote,
- One designated representative or chief elected official representing small cities in the DMATS area with population under 2,000.

The Policy Board is advised by a 19-member Technical Advisory Committee (TAC). It reviews, coordinates, and counsels the MPO Policy Board on transportation planning matters and makes recommendations to the board on all plans and TIPs.

Technical Advisory Committee: The Technical Advisory Committee consist of the following representatives:

- The Director or Secretary of each State Department of Transportation or their formally designated representatives,
- The Executive Director of each of the regional planning organizations or the Director's formally designated representative(s),
- The City and County Engineers or Commissioners responsible for construction or maintenance of transportation facilities within the transportation study area,
- The Chief Administrator Officer of any duly constituted municipal or county zoning commission having jurisdiction for land use regulations and plan administration within the transportation study area,
- Representatives of federal agencies having transportation related responsibilities, who shall serve without vote,
- The Chief Administrative Officer of each public transit authority or any other public board or commission having responsibility for transportation operations within the transportation study area.

The East Central Intergovernmental Association (ECIA) serves as DMATS' fiscal and administrative agent. MPO staff is provided by ECIA with the staff located in Transportation Department.

The management of the existing transportation system is vested with the governing bodies of each local unit of government within the metropolitan area, IADOT, ILDOT and WisDOT. Coordination efforts are achieved through the DMATS organizational structure, through the annually prepared Transportation Improvement Program and other means.

Committees Composition

DMATS understands that diverse representation on the MPO Policy Committee and Technical Advisory committee helps result in sound policy reflective of the needs of the entire population. FTA Title VI Circular 4702.1B requires that for any recipients which have transportation-related, non-elected planning boards, advisory council or committees, or similar bodies, membership of these committees must be broken down by race and accompanied by a description of efforts made to encourage the participation of minorities on these committees.

DMATS encourages participation of all citizens in the regional transportation planning and programming process. The MPO will continue to make efforts to encourage and promote diversity. In addition, the MPO strives to find ways to make participating on its committees convenient. This includes scheduling meetings after work hours and in locations with good transit service (e.g., City halls) and in or near neighborhoods with a high concentration of minority and low-income populations (e.g., Neighborhood Association meetings). Further goals and strategies to actively engage minority populations are included in the Public Participation Plan.

Committee	Caucasian		Hispanic		African American		Asian American	
	Male	Female	Male	Female	Male	Female	Male	Female
Policy Committee	88%	22%	0%	0%	0%	0%	0%	0%
Technical Committee	67%	33%	0%	0%	0%	0%	0%	0%
DMATS Area	94%		3%		2%		1%	

DMATS Nondiscrimination Policy

DMATS is committed to preventing discrimination and to fostering a just and equitable society, and recognizes the key role that transportation facilities and services provide to the community. DMATS assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. DMATS further assures that every effort will be made to ensure nondiscrimination in all of its federally funded program activities. The following are some basic principles that serve as overall objectives in implementing this Title VI program:

- Make transportation planning and investment decisions that strive to meet the needs of all people.
- Enhance the public involvement process to reach all segments of the population and ensure that all groups have an opportunity to have a voice in the metropolitan transportation planning process regardless of race, color, and national origin, as well as income status, gender, age, and disability.
- Provide the community with opportunities to learn about and improve the quality and usefulness of transportation in their lives.
- Improve data collection, monitoring, and analysis tools that assess the needs of, and analyze the potential impacts of transportation plans and programs on Title VI protected populations.
- Avoid disproportionately high and adverse impacts on Title VI protected populations.
- Comply with the requirements of Title VI and accompanying rules and orders.

DMATS adopted its Title VI Non-Discrimination Program in 2016; prior to that the MPO relied upon the East Central Intergovernmental Association (ECIA) Title VI program. MPOs are required to update their Title VI program every three years.

Title VI Notice to the Public

Information must be provided to the public regarding the recipient's obligations under U.S. DOT Title VI regulations and members of the public must be apprised of the protections against discrimination afforded to them by Title VI.

DMATS's Title VI notice to the public is posted under the http://www.eciatrans.org/title_vi.cfm link on the agency's website in both English and Spanish. The notice is also posted on the bulletin board in the agency kitchen area. A sentence is included at the end that if information is needed in another language to contact the ECIA Civil Rights Department at 563-556-4166.

Appendix A has a copy of DMATS's Title VI notice to the public.

How to File a Title VI Complaint

A complainant may file a signed, written complaint up to one hundred and eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

- Contact information including: Name, mailing address, telephone number, cell phone
 - number and email address
- Description of the incident including how, when, where and why you believe you were discriminated against.

Names and contact information for all witnesses.

- Other relevant information

A complainant may use the Complaint Form in Attachment B for this purpose.

It is the responsibility of the complainant to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the ECIA will be directly addressed by the ECIA. The ECIA shall provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, The ECIA shall make every effort to address all complaints in an expeditious and thorough manner.

The ECIA will, within seven (7) working days of receipt of a complaint, mail a letter to the address provided by a complainant, which letter will acknowledge receipt of the complaint. In the event that the ECIA requests additional information from a complainant and the complainant fails to provide the requested information, the ECIA shall reserve the right to administratively close the complaint.

All complaints will be thoroughly investigated. The investigation will be conducted in a full, fair and impartial manner by the Title VI Coordinator. Results of the investigation will be presented to the ECIA Council for a determination. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints. Complaints will be determined to be substantiated, not substantiated or inconclusive. Following the investigation, the ECIA will send a final written response letter to the complainant identifying the final determination. In the letter notifying complainant of the ECIA's determination, the complainant will be advised of his or her right to:

1. Appeal within seven (7) calendar days of receipt of the final written decision, and/or
2. File a complaint externally with the Iowa Civil Rights Commission.

Title VI Coordinator

Title VI complaints are to be submitted in writing to the Title VI Coordinator at the following address:

Lisa Weinhold, Director of Finance and HR
ECIA, 7600 Commerce Park Dubuque, IA 52002

Other locations for filing Title VI Complaint

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Iowa Civil Rights Commission, Title VI Program Coordinator
400 East 14th Street
Des Moines, IA 50319
515-281-4121

Iowa Department of Transportation
Office of Employee Services, Civil Rights Section

800 Lincoln Way
Ames, Iowa 50010
515-239-1422

Civil Rights Officer, Region VII
Federal Transit Administration
901 Locust Street, Room 404
Kansas City, MO 64106
816-329-3920

For appropriate agency for ADA complaints, go to <http://www.ada.gov/cguide.pdf> or call the ADA information line at 800-514-0301 (voice) or 800-514-0383 (TTY)

Title VI and Environmental Justice Considerations in the Planning and Programming Process

DMATS seeks to identify the mobility needs of minority populations during the transportation planning and programming process through early and continuing public outreach to minority populations to obtain their input, and through data and GIS analysis of the location of minority population concentrations relative to existing and planned jobs and services and their travel patterns. The following sections outline in more detail how Title VI and environmental justice considerations are incorporated into DMATS's planning and programming process.

Public Involvement Policy Plan (PIP)

DMATS has always provided citizens with the opportunity to voice their opinions on transportation issues during the DMATS Policy Board meetings. When transportation issues are being decided upon by the DMATS Policy Board, the DMATS Policy Board Chair calls for any public input or comments.

There are a variety of ways the public can participate in the transportation planning process. Figure 2 will provide different methods the public can use to participate in the transportation planning process.

Figure 2: Ways to Participate



Public Meetings
Attend and contribute at open public meetings
(committees and community outreach events)



Call us
Call us at 563-556-4166
8:00 am - 5:00 pm Monday - Friday



Write to us
Dubuque Metropolitan Area Transportation Study
7600 Commerce Park, Dubuque, IA 52002



Review documents
Carnegie Stout Library, Dubuque County library
and East Central Intergovernmental Association



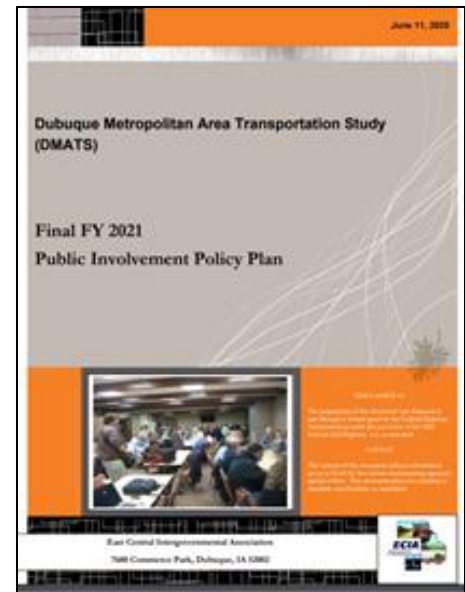
Email us
cravada@ecia.org
dfox@ecia.org



Visit our website
www.eciatrans.org



Visit us on social media
Twitter.com/ECIATransport
Facebook.com/ECIATransportation



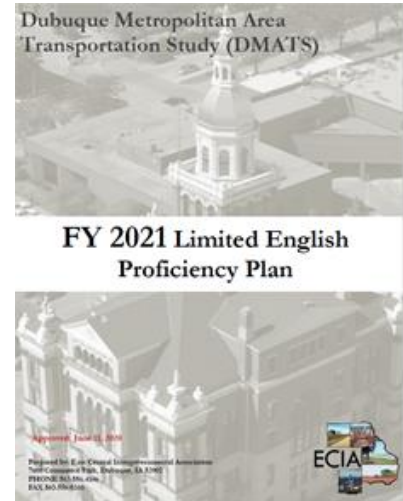
Public Involvement Policy Plan can be found at
<https://www.eciatrans.org/DMATS/pdf/DMATS%20PUBLIC%20INVOLVEMENT%20POLICY%20Final%2006-11-2020.pdf>

Limited English Proficiency Plan

Under Title VI of the Civil Rights Act of 1964, individuals who do not speak English as their primary language and have a limited ability to read, write, or speak English are entitled to language assistance where language barriers may otherwise prohibit people who are Limited English Proficient (LEP) from obtaining service or information relating to service and programs, and may limit participation in the transportation planning process. DMATS LEP Plan includes a Four-Factor Analysis as required by Federal guidelines to identify LEP populations within the Dubuque Metropolitan Planning Area and the ways in which translation services and assistance may be provided to those that may otherwise have a difficult time participating in the transportation planning and programming process.

Typical measures to assist those needing language assistance include but are not limited to providing translated documents, opportunities to have interpreters present at MPO meetings and public hearings, and supporting continuing education and training for DMATS employees.

DMATS Limited English Proficiency Plan can be found at <https://www.eciatrans.org/DMATS/pdf/DMATS%20LEP%20Plan%20Final%2006-11-2020.pdf>



Procedure for Conducting an Environmental Justice Analysis

DMATS is committed to continuing efforts to enhance the analytical capability for assessing impact distributions of transportation programs, policies, and projects in its transportation plans and the TIP. The object of Executive Order 12898 on Environmental Justice is to ensure that Federal agencies and programs that receive Federal funding promote and enforce nondiscrimination as one way of achieving the overarching objective of environmental justice. FTA issued FTA Circular 4703.1 in 2012 to provide guidance on how recipients of Federal funding can integrate environmental justice principles into the transportation planning and programming process. This section provides a brief overview of the process that DMATS follows to identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations.

An equity or environmental justice analysis is conducted for the DMATS Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). This includes a qualitative analysis in which planned or programmed roadway, transit, and bicycle projects are overlaid or superimposed on a map highlighting the areas with concentrations of minority populations, low-income persons, and auto less households to determine the extent to which these areas are negatively or positively impacted by the projects. The Environmental Justice analyses of the LRTP and TIP are conducted at the draft stage well before they are finalized in order to inform the plan and TIP development process and address any disproportionate impacts if discovered.

These analyses for the DMATS 2045 LRTP, and annual TIP updates have concluded that the planned and programmed projects do not impose disproportionately high and adverse impacts on minority and other EJ population groups and that the benefits of the recommended and programmed transportation projects and services are reasonably distributed to meet the needs of all populations in the MPO planning area.

Title VI and Environmental Justice in DMATS Planning Documents

Federal regulations require the formation of an MPO for each urbanized area with a population over 50,000 people to facilitate a 3-C (comprehensive, coordinated, and continuing) transportation planning process. Listed in this section are some of the major DMATS planning efforts that reflect Title VI and EJ issues most closely.

Long Range Transportation Plan

The DMATS Long Range Transportation Plan (LRTP) is the chief legal document reflecting the resources, the fundamental planning process, and the selection of projects for the region. The DMATS LRTP describes the transportation needs and goals of the region over the next 30 years. It includes both long range and short-range multi-modal strategies focusing at the systems level, including roadways, transit, non-motorized transportation, and intermodal connections. The DMATS LRTP documents the planning process employed by the DMATS and is intended to provide an improved mechanism for public understanding and therefore enhance the public's ability to participate in the planning process.

The DMATS LRTP accommodates the best practices that have developed in subsequent years and reflect a trend towards a more holistic approach to transportation that acknowledges the need for more balanced planning that is well integrated with other important issues. Transportation systems should be safe and effective, but should also contribute to economic development, community livability, and environmental sustainability. Moreover, the decision-making process should include both objective measures of success and stakeholder input, with a constant emphasis on optimizing the efficient use of the existing system.

DMATS LRTP Planning Process

The DMATS staff carries out the following steps in creating a LRTP for DMATS area:

- Develops a vision, goals and objectives
- Develops performance measures and performance targets;
- Monitors existing transportation system conditions;
- Forecasts future population and employment growth;
- Assesses projected land uses in the region and identifying major growth corridors;
- Identifies transportation needs and deficiencies and analyzing, through detailed technical studies, various transportation alternatives and investment strategies to address those needs;
- Pro-actively engaging the public and other interested stakeholders in the planning and decision-making process, including, as appropriate, local, state, and/or federal agencies:
- Identifies projects to encourage transit usage and a seamless transit network within the region and establish transit linkages between affordable housing locations and major regional employment centers;
- Identifies projects and policies that enhance pedestrian and bicycle safety and walkability;



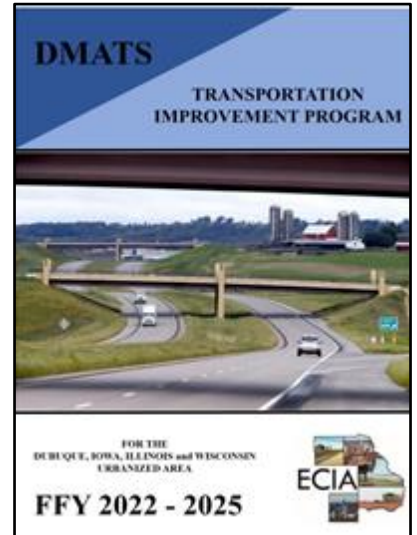
- Identifies and evaluates potential projects for social and environmental justice concerns and mitigation needs
- Develops a financial plan for securing sufficient revenues to cover the costs of implementation strategies, including operating costs, system maintenance, system preservation, and new capital investments;
- Develops ong-range and short-range capital improvements and operational strategies to improve safety, reduce congestion, and facilitate the movement of people and goods;

Source: [DMATS LRTP](#)

Transportation Improvement Program (TIP)

The highway and transit projects in the Transportation Improvement Program (TIP) derive directly from DMATS Long Range Transportation Plan (LRTP). These projects are ready for investment and implementation in the LRTP, and the TIP is utilized as a management tool and an aid for financial planning and implementation of the DMATS LRTP, as well as a schedule by which to coordinate project implementation among federal, state, and local jurisdictions and agencies. The TIP also provides a public document for review.

The TIP is adopted annually by the DMATS policy board. This document is prepared by the DMATS in cooperation with the Iowa, Illinois and Wisconsin Department of Transportations, local entities (cities and Counties) and transit operators. Selected revisions and amendments are permitted, following formal amendment procedures. Projects contained in the TIP make up for four federal fiscal years. As such, the projects in the TIP must meet the fiscal constraint. The amount of federal funds that are obligated in fiscal year does not exceed the amount of federal funds that DMATS have.



Projects contained in the TIP once evolved through the transportation planning process and are incorporated into the state transportation improvement program (STIP) administered by Iowa, Illinois and Wisconsin DOTS. Amendments to the TIP are also submitted to the Iowa, Illinois and Wisconsin DOTS for inclusion in the TIP.

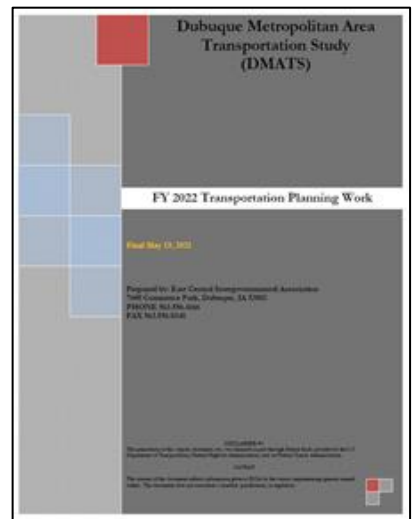
Source: [DMATS TIP](#)

Transportation Planning Work Program (TPWP)

The DMATS undertakes its role in the planning process through a contractual relationship with IADOT, ILDOT and WISDOT and several funding administrations within the U.S. Department of Transportation. The tasks to be undertaken in this relationship are defined in a Transportation Planning Work Program (TPWP) prepared each year by the DMATS staff.

The TPWP provides a summary of identified planning priorities and of all federally-funded transportation planning activities within the metropolitan area for the fiscal year. The TPWP also includes a summary of products, program timelines, associated costs, and sources of funding. Tasks listed within any study design are carried out by participating agencies and/or their consultants identified in the TPWP. The DMATS prepares the TPWP annually, and bases the budget on funds provided under Title 23 U.S.C. 104 (b) and/or Title 49 U.S.C. 5305 9d).

Source: [DMATS TPWP](#)



Public Involvement Plan (PIP)

The DMATS PIP sets forth the organization's goals, objectives, strategies and various techniques for communication with the public. FAST Act mandates that MPOs develop and utilize public participation plans. It is required for public participation plans to be developed in consultation with all interested parties and provide reasonable opportunities for comment on TPWP, TIP and LRTP. The following outlines the elements that the public participation plan must address accompanied by an explanation of how the DMATS carries out these duties.

Source: [DMATS PIP](#)

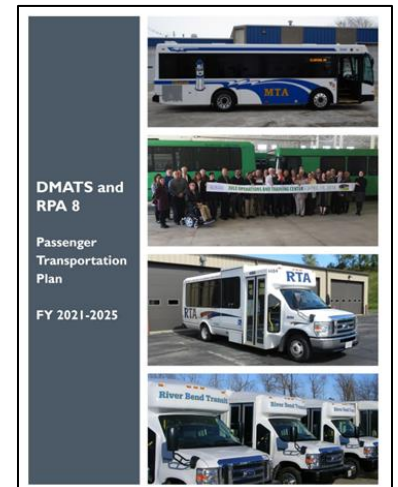


Passenger Transportation Plan (PTP)

The Passenger Transportation Plan (PTP) is a creation of the State of Iowa to incorporate federal requirements for coordinated planning from the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), along with Executive Order 13330; Human Services Transportation Coordination. The PTP is designed to provide needs-based project justification for all transit programs within the Dubuque Metropolitan Area Transportation Study (DMATS) and Regional Planning Affiliation 8 (RPA 8). Staff continues to develop and update PTP even though it is not a requirement in Moving Ahead for Progress in the 21st Century Act (MAP-21) and Fixing America's Surface Transportation Act (FAST Act) as it played a vital role in the redesigned transit systems and improved coordination among transit providers.

Staff work with the Transit Action Group (TAG) and conduct surveys to list and prioritize needs. In addition to TAG, staff continues to meet with various human service agencies on an individual basis to address their ongoing transportation needs. Staff continues to stay involved and in touch with the needs of the consumers by attending various human service meetings throughout the DMATS and RPA 8 areas.

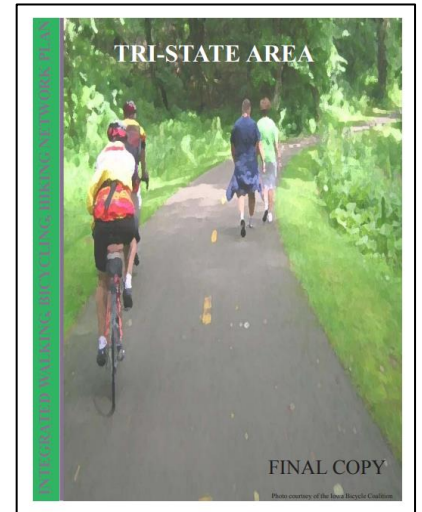
Source: [DMATS PTP](#)



Tri State Trail Plan

The Tri State Trail Plan for the DMATS Area is a comprehensive bicycle plan to serve as a blueprint for continuing to improve bicycling conditions and increase bicycling levels throughout DMATS region. The plan provides a framework for cooperation between DMATS and local governments in planning for and developing bicycle facilities and programs. It is also intended to educate citizens and policy makers on bicycle transportation issues and the needs of bicyclists as well as present resources for planning, designing, and maintaining bicycle facilities. The plan is a component of DMATS LRTP.

Source: [DMATS Tri State Trail Plan](#)



Title VI and Environmental Justice in DMATS Programs

IADOT, ILDOT and WisDOT select the projects for the federal program funds that they control. This includes programs that fund state highway projects (e.g., National Highway Performance Program) and programs that fund local projects which all three DOTs administers (e.g., Local Bridge, Highway Safety Improvement Program). These projects are submitted to the MPO for inclusion in the TIP. As an MPO (urbanized area population over 50,000), DMATS receives Surface Transportation Block Grants (STBG), Transportation Alternative Program (TAP) funds and Metropolitan Planning Program (PL) from IADOT. DMATS also receive STBG and PL funds from ILDOT.

The MPO scores and selects projects for funding under these two programs using a set of approved screening and scoring criteria, which include an environmental justice and health equity category. Eligible applicants are DOIS and local units of government.

Surface Transportation Block Grant Program

This program is designed to address specific issues identified by Congress and provides flexible funding for projects to preserve or improve the condition/performance of transportation facilities, including any federal-aid highways or public road bridges. STBG funding may be utilized on:

- Roadway projects on federal-aid routes
- Bridge projects on any public road
- Transit capital improvements
- TAP eligible activities
- Planning activities

IADOT STBG- Swap funds

Iowa targets STBG funding to each of its 27 MPOs and RPAs on an annual basis for programming based on regional priorities. Iowa has implemented a Swap program that allows MPOs and RPAs, at their discretion, to swap targeted federal STBG funding for state Primary Road Fund dollars.

Iowa also targets a portion of its STBG funding directly to counties for use on county bridge projects. Iowa's swap program allows counties, at their discretion, to swap federal STBG funding for state Primary Road Fund dollars. These funds can be used on either on-system or off-system bridges, however off-system bridge investments must be continued to maintain the ability to transfer the federal STBG set-aside for off-system bridges.

The Iowa DOT does not require matching funds be utilized on Swap projects. MPOs and RPAs can require that project applicants provide matching funds by awarding funding in an amount less than the estimated total project cost, however, the Iowa DOT will not monitor or reimburse those MPO/RPA specific matching requirements.

STBG-Swap funding has expended eligibilities over STBG funding and can be awarded on roads with a federal functional classification of Minor Collector or higher in rural areas, all Farm-to-Market routes, and Collector or higher in urban areas. MPOs and RPAs can be more restrictive in their project selection process regarding system eligibility.

DMATS uses a competitive application process to allocate STBG funds according to the LRTP. DMATS

programs these funds for the four-year period of the TIP based upon funding targets from the Iowa DOT and projected funding levels. The DMATS invites local jurisdictions to submit projects for STBG funds. Staff ranks the projects using a ranking process established by DMATS Board and will submit the project ranking list to the DMATS Board for their final approval

The project ranking process that includes eight categories. Each category has a possible point total. The total number of points a project can be awarded is 1,000. Points are awarded in the Safety, Air Quality, Economic Impact II, Freight, and System Preservation categories are based on numeric values obtained from data analysis. Economic Impact I, Accessibility and Mobility, Local and Regional Impact, and Complete Streets categories are subjective.

The DMATS Technical Advisory Committee (TAC) and DMATS Policy board forms a subcommittee that reviews the projects, scores, ranks and then makes a recommendation to the Policy Board. The subcommittee members recommend rankings in the subjective categories based on the project's merits. DMATS staff will provide subcommittee members with project information and data analysis to determine the merit of the projects. Staff will then provide the recommendations from the subcommittee to the Technical Advisory Committee (TAC). The TAC member's recommendations are then provided to Policy Board for final approval.

Transportation Alternatives Program

Iowa's Transportation Alternatives Program (TAP) is a new iteration of the program that was included in, Moving Ahead for Progress in the 21st Century Act (MAP-21), a transportation authorization act which was in effect from 2013 to 2015. The MAP-21 program redefined the former Transportation Enhancements (TE) activities and consolidated these eligibilities with the former Safe Routes to School (SRTS) program, Recreational Trails Program (RTP) and some types of projects that were previously funded through the discretionary National Scenic Byways (NSB) program which were all originally authorized under the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and continued through two successive laws, TEA-21 and SAFETEA-LU. The most recent transportation authorization act, Fixing America's Surface Transportation (FAST) Act, was enacted in 2015. This act placed further restrictions on the selection of projects for funding under the federal TAP program structure which has led Iowa to implement a modified version of the federal program. Iowa Implementation.

On September 13, 2016, the Iowa Transportation Commission endorsed continuing to allow Iowa's Transportation Management Areas (TMAs), which include the Iowa portions of the metropolitan planning areas surrounding Davenport, Des Moines, and Council Bluffs; Metropolitan Planning Organizations (MPOs); and Regional Planning Affiliations (RPAs) to select the vast majority of projects eligible for this program through a regionally administered selection process. Under previous transportation authorization acts and in support of the state's history of encouraging regional planning through these organizations, a majority of funding is distributed to the TMAs, MPOs, and RPAs to directly select projects locally. With the goal of distributing funding as equitably as possible across the state, the Iowa DOT retains \$1 million annually to administer a Statewide TAP program, geared toward statewide or multi-regional projects, while targeting the remaining funding to the TMAs, MPOs, and RPAs through the Local Projects TAP program.

The DMATS invites local jurisdictions to submit projects for TAP funds. Staff ranks the projects using a ranking process established by DMATS Board and will submit the project ranking list to the DMATS Board for their final approval. The TAP funds can be used to implement Safe Routes to School Program, Transportation Enhancements, and/or the Bicycle & Pedestrian Facilities Program.

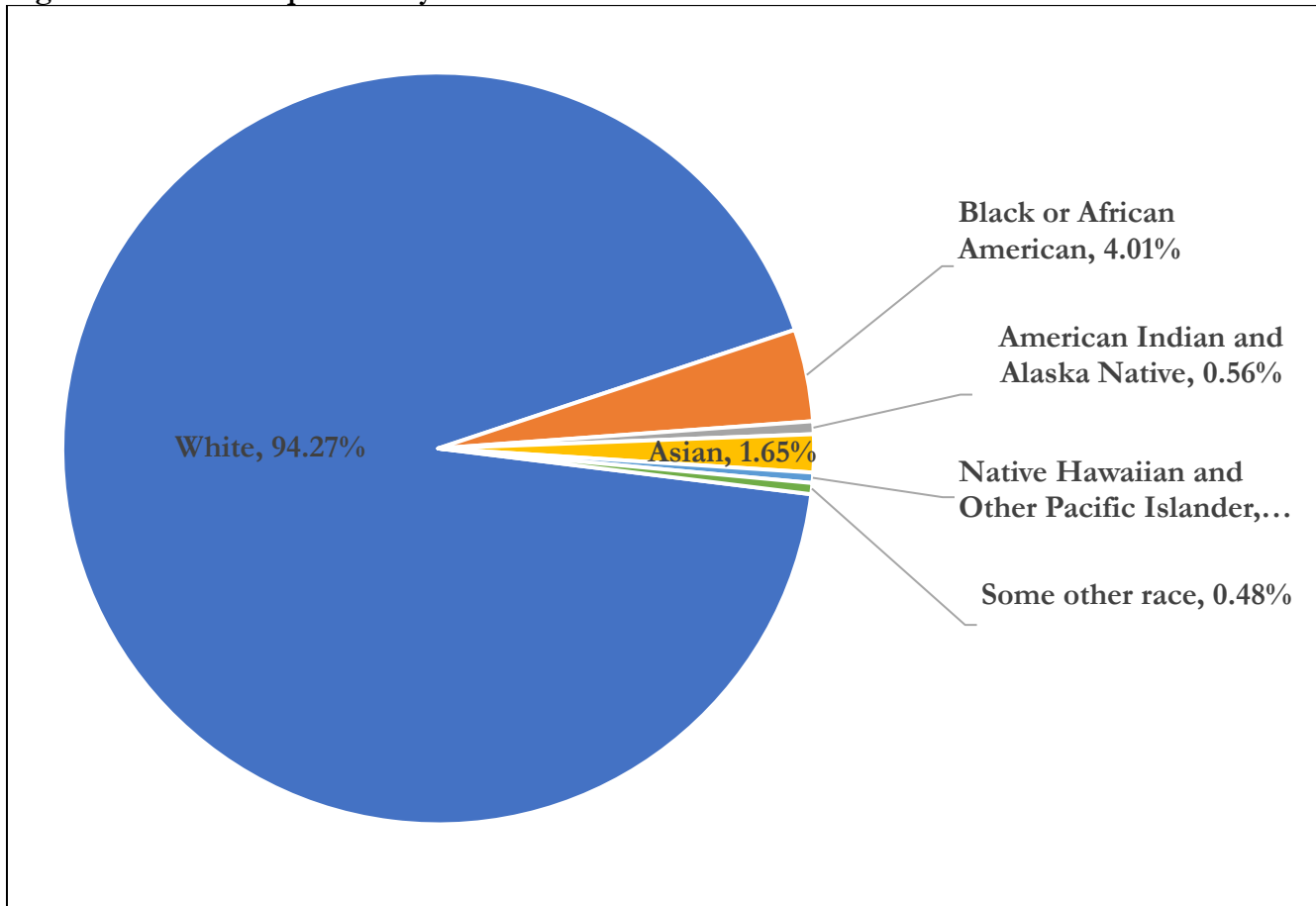
Demographic Profile

DMATS adjusted its planning boundary in 2002, which limits historical population analysis. Figure 2.1 below shows historical population estimates for Dubuque County from 1970 to 2014. For most of its history, the population of Dubuque County grew steadily, but beginning in the mid-1970s, the farm crisis caused Dubuque, and many other counties in Iowa, to lose population. The County's population decreased throughout the 1980s reaching a low point of around 86,000 in 1990. Since 1990, the County's population has rebounded and experienced sustained growth. In 2013, Dubuque County reached an estimated population 95,912, surpassing its previous historical peak from 1977.

Minority Populations

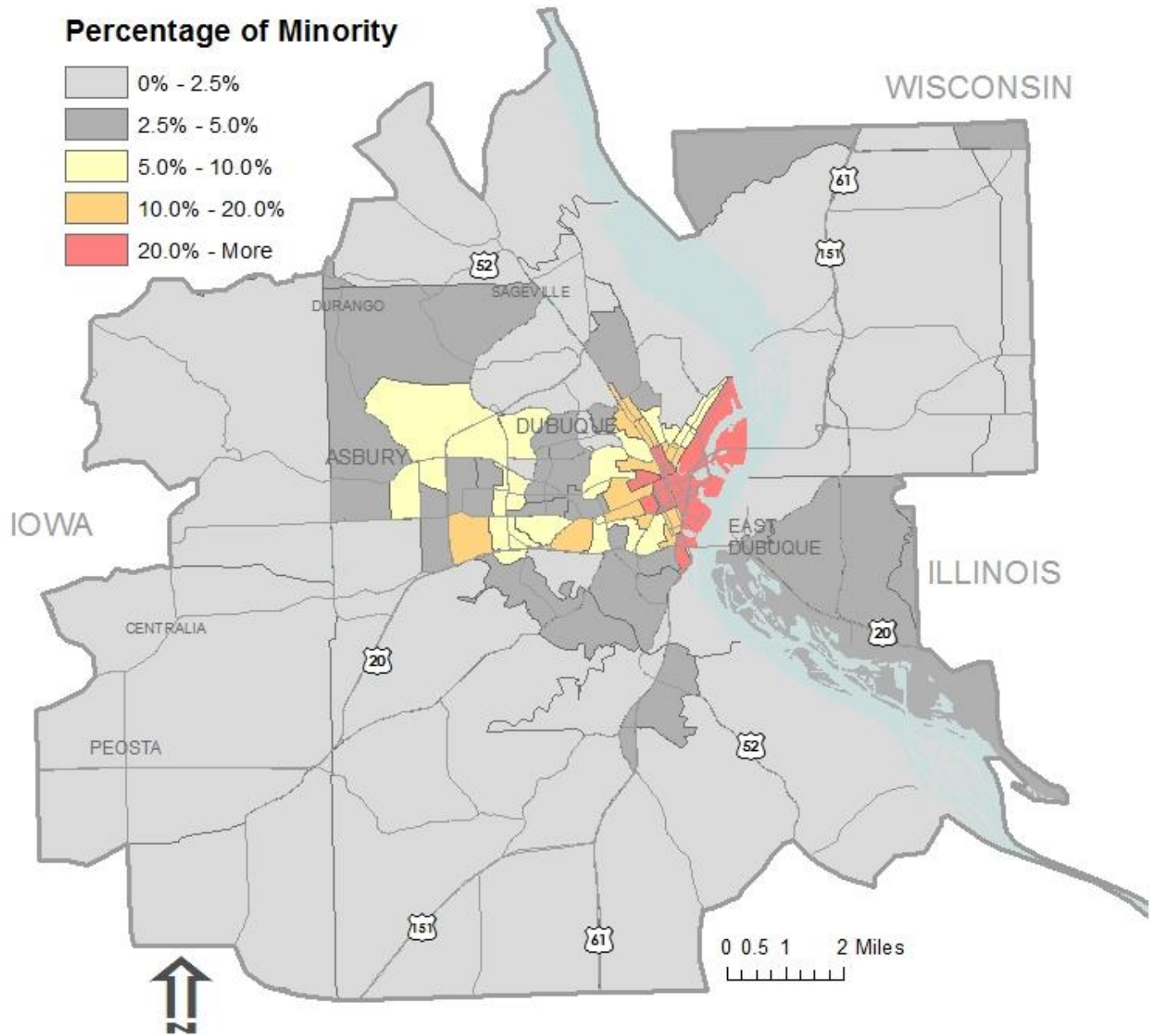
In recent trends, the minority population groups have been growing at a much faster rate. Historically minority populations have made up a very small segment of Dubuque County population, but recent census data shows an increasingly diverse population. In 1990, minority racial groups made up 1.2% of the county population. By the 2000 census, minorities accounted for 2.9%, and in the most recent census estimates from 2014, all minority groups combined to make up almost 6% of the population. Dubuque County also has a growing Hispanic and Latino population. In 1990, less than 1% of the County's population identified as Hispanic or Latino; in 2016 the percentage had increased to just over 2%. Figure 3 shows the population of Dubuque County race. Figure 4 shows minority population location within DMATS area.

Figure 3 Race Dubuque County 2018



Source: 2018: ACS 5-Year Estimates Data Profiles

Figure 4 Race DMATS area



Source: 2012-2016 American Community Survey 5-Year Estimates

APPENDIX A – Title VI Notice to the Public

The Dubuque Metropolitan Area Transportation Study (DMATS) hereby gives public notice that it is the policy of the DMATS to assure full compliance with Title VI of the Civil Rights Act of 1964, related statutes and regulation providing that no person shall on the ground of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Civil Rights Restoration Act of 1987 amended Title VI to specify that entire institutions receiving federal funds, whether schools, colleges, government entities, or private employers, must comply with Federal civil rights laws, rather than just the particular programs or activities that receive federal funds.

We are also concerned about the impacts of our programs, projects and activities on low income and minority populations (“Environmental Justice”) under Title VI. Any person who believes that they are being denied participation in a project, being denied benefits of a program, or otherwise being discriminated against because of race, color, national origin, gender, age, or disability, may contact:

Lisa Weinhold, Title VI Coordinator
ECIA
563-556-4166

or

The Civil Rights Coordinator
Office of Employee Services – Civil Rights
800-262-0003

You should contact one of the above individuals as soon as possible but no later than 180 days after the alleged discrimination occurred, or if there has been a continuing course of conduct, no later than 180 days after the alleged discrimination was discontinued. Contact the civil Rights Coordinator to get more information on the Title VI program.

If information is needed in another language, contact 563-556-4166.

APPENDIX B – Title VI Compliant Form

Note: *The following information is needed to assist in processing your complaint. Allegations received by telephone will be reduced to writing and provided to complainant for confirmation or revision before processing.*

Complainant Information:

Name: _____
Address: _____
City: _____ State: ____ Zip Code: _____
Telephone Number (Home): _____
Telephone Number (Other): _____
Email Address: _____

Person Discriminated Against (if someone other than the Complainant):

Name: _____
Address: _____
City: _____ State: ____ Zip Code: _____
Telephone Number (Home): _____
Telephone Number (Other): _____
Email Address: _____

Which of the following best describes the reason you believe the discrimination took place?

- Race / Color (Specify)
- National Origin (Specify)
- Sex / Gender
- Religion
- Age
- Disability

On what date(s) (d/m/yr) did the alleged discrimination take place? _____

Please explain below as briefly and clearly as possible what happened and how you believe you were discriminated against. Indicate who was involved. Describe in what way you believe other persons were treated differently than you and why you believe these events occurred. Please use additional sheets if necessary and attach a copy to written material pertaining to your case.

List names and contact information of persons who may have knowledge of the alleged discrimination.

Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Telephone Number (Home): _____

Telephone Number (Other): _____

Email Address: _____

Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Telephone Number (Home): _____

Telephone Number (Other): _____

Email Address: _____

Name: _____
Address: _____
City: _____ State: ____ Zip Code: _____
Telephone Number (Home): _____
Telephone Number (Other): _____
Email Address: _____

Have you filed this complaint with any other federal, state, or local agency, or with any federal or state court? Check all that apply.

- Federal agency State agency Local agency
- Federal court State court Other_____

If a complaint was filed elsewhere, please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____
Address: _____
City: _____ State: ____ Zip Code: _____
Telephone Number (Home): _____
Telephone Number (Other): _____
Email Address: _____

Please describe how this/these issue(s) can be resolved to your satisfaction.

If an advisor will be assisting you in the complaint process, please provide the advisor's name and contact information.

Name: Organization: _____
Address: _____
City: _____ State: _____ Zip Code: _____ Telephone Number
(Home): _____
Telephone Number (Other): Email Address: _____

Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

This Discrimination Complaint Form and your written complaint statement must be signed and dated for allegation(s) to be addressed.

Additionally, you will need to sign a Consent/Release Form to disclose your name, if necessary, in the course of the inquiry. A Consent/Release Form is attached for your convenience. If you are filing a complaint of discrimination on behalf of another person, this person must also sign a Consent/Release Form to consent to name disclosure in order to proceed.

I certify that to the best of my knowledge the information I have provided is accurate and the events and circumstances are as I have described them. As a complainant, I also understand that if I indicated I will be assisted by an advisor on this form, my signature below authorizes the named individual to receive copies of relevant correspondence regarding the complaint and to accompany me during the investigation.

Complainant Signature: _____ **Date:** _____

Attachments: Yes _____ No _____

Submit completed and signed Discrimination Complaint Form, Consent/Release Form(s) and any additional information to:

ECIA, 7600 Commerce Park, Dubuque, IA 52002
Phone: 563-556-4166 Fax: 563-556-0348 Email: lweinhold@ecia.org