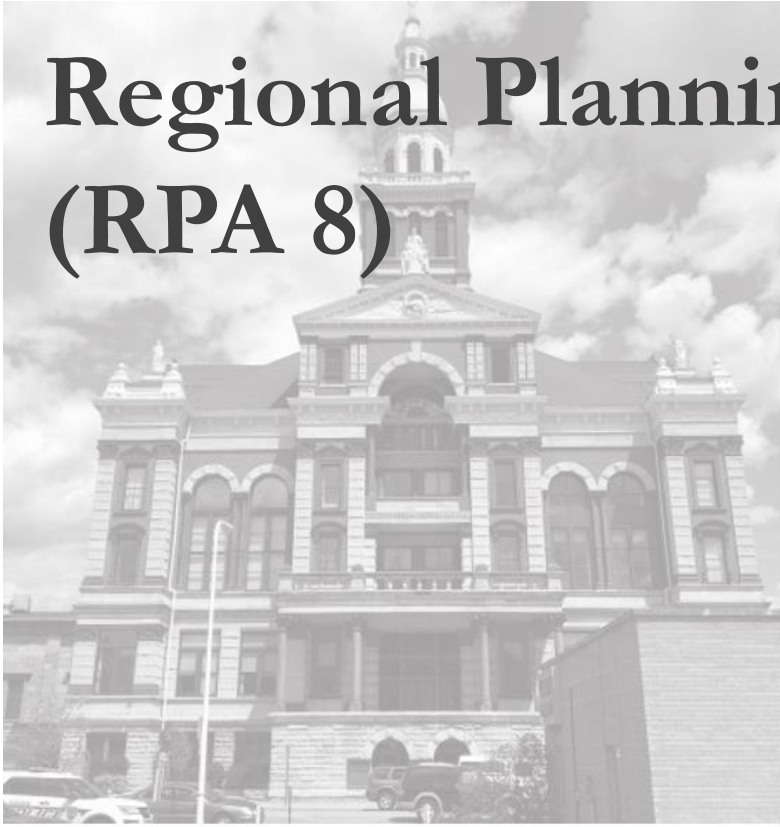


Regional Planning Affiliation 8 (RPA 8)



Title VI Non-Discrimination Program Plan



Approved: _____

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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 Regional Planning Affiliation 8 (RPA 8) is required to prepare a Title VI Program containing:

- RPA 8'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 RPA 8;
- Public participation plan;
- Limited English proficiency (LEP) plan; and
- Overview of minority representation on RPA 8's planning and advisory bodies.

Additionally, as a Regional Planning Affiliation RPA 8 is required to include a demographic profile of the planning 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 RPA 8 Board and submitted to the Iowa Department of Transportation (IADOT) every three years.

RPA 8 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.

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.

Regional Planning Affiliation (RPA): The organization created and designated to carry out the transportation planning process.

Minority Person: Includes the following:

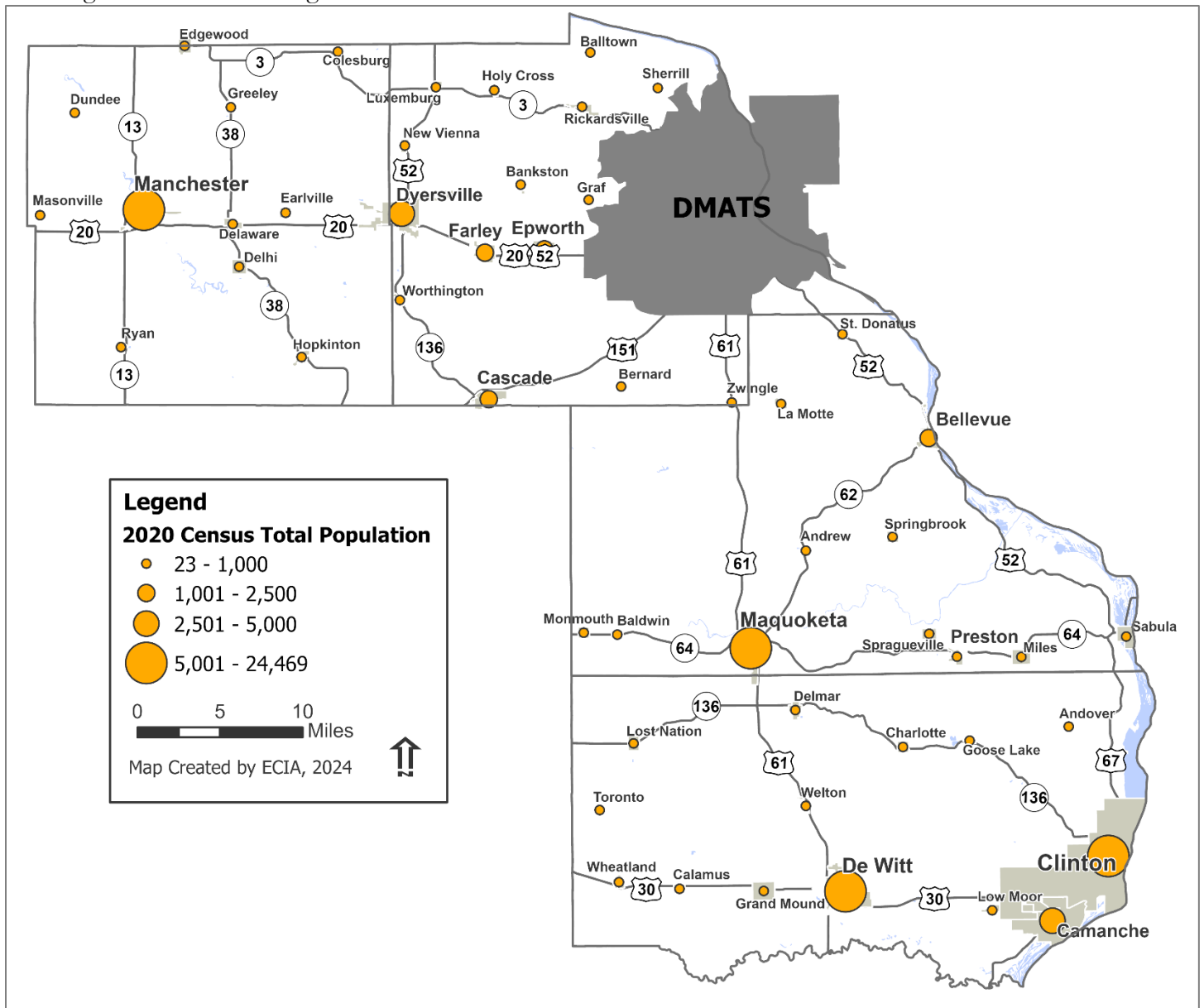
1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples 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 Regional Planning Affiliation 8 Area

The Regional Planning Affiliation (RPA8) encompasses the eastern Iowa counties of Clinton, Delaware, Jackson, and Dubuque excluding the area of Dubuque County inside the Dubuque Metropolitan Area Transportation Study (DMATS) planning boundary. Three of the counties, Dubuque, Jackson and Clinton, are bordered on the eastern edges by the Mississippi River. In addition to the four counties, the RPA8 services 57 cities. City populations range from Durango's 20 to Clinton's 24,391. This wide variation in community size gives the RPA8 a vast set of circumstances from which to work.

The RPA8 is governed by a board of twelve elected officials from the member jurisdictions. The Policy Board is responsible for establishing overall policy, making decisions related to transportation planning, project funding priorities, project programming, and monitoring the direction of studies of transportation conditions in the region.

Figure1: RPA 8 Planning Area



The Regional Planning Affiliations 8 (RPA 8)

The Regional Planning Affiliation 8 (RPA 8,) composed of both a Technical Committee and Policy Committee, guides the Regional Planning Agency (RPA) for the Clinton, Delaware, Dubuque and Jackson counties excluding Dubuque Metropolitan Area Transportation Study (DMATS) Area. RPA 8 is responsible for maintaining a continuous, comprehensive and coordinated (“3-C”) transportation planning process.

The East Central Intergovernmental Association Regional Planning Affiliation (RPA) membership is made up of 56 local cities and counties in a four-county area in eastern Iowa. All member jurisdictions have signed a 28E agreement to conduct transportation planning and the programming of federal transportation funds as determined by the Iowa Department of Transportation. The 61-member local jurisdictions include four counties and four urban areas (population greater than 5,000). The four urban areas are the Cities of Clinton, DeWitt, Manchester, and Maquoketa, Clinton Municipal Transit Administration (CMTA), Regional Transit Authority 8, River Bend Transit and the Federal Highway Administration (FHWA).

The primary responsibilities of RPA 8 include:

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

Organization and Management

The East Central Intergovernmental Association Regional Planning Affiliation was established on February 2, 1994 through the adoption of Articles of Agreement by the participating organizations in the region. It is one of the 18 RPA's in the state that were formed as part of the Iowa Department of Transportation's implementation of Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), particularly in regard to meeting the statewide planning and programming aspects of the legislation.

This cooperative, comprehensive, and continuing transportation planning process was established by an agreement between the state and local governments in compliance with the provisions of the ISTEA. The planning process is implemented through a committee structure. Committees forward their recommendations to the Policy Board for consideration and final action. At this time, the only standing committee is the Technical Advisory Committee, which was formed by the Policy Board at its first meeting on February 2, 1994. The Policy Board and Technical Advisory Committee's responsibilities are summarized below:

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

RPA 8 is governed by 14-member Policy Board appointed by local units of government within the Regional Planning Boundary. RPA 8 bylaw 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:

- The designated representative of each County Board Supervisors approving this Agreement, who shall be an elected official or a formally designated representative residing in or having authority within the ECIA RPA area and who shall also represent those portions of the area contained within incorporated areas of said county except as herein after provided,
- The Mayor or a formally designated representative of the City Council of the Cities approving this Agreement with populations of at least 5000.
- Four (4) Mayors or formally designated representatives of city governments chosen by caucus of cities under 5000 population to represent the small cities (under 5000) within the transportation area. Each county shall have one policy board member, chosen by caucus of the small cities within the county.
- Representatives of the Iowa Department of Transportation, Federal Highway Administration, and the Federal Transit Administration who shall serve without a vote.
- A formally designated representative of any other public board or commission having jurisdiction in the operation of transportation facilities; as such board or commission may hereafter become signatory to this Agreement at the consent of the Policy Board.
- A Director or Secretary of each State Department of Transportation or their formally designated representatives,

The Policy Board is advised by a 12-member Technical Advisory Committee (TAC). It reviews, coordinates, and counsels the RPA 8 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 County Engineer or a formally designated representative residing in or having authority within the ECIA RPA area and who shall also represent those portions of the area contained within incorporated areas of said county.
- The Chief Administrative Officer appointed by the Mayor or a formally designated representative of the City Council of the Cities approving this Agreement with populations of at least 5000.
- Four (4) individuals appointed by their respective Mayors or formally designated representatives of city governments chosen by caucus of cities under 5000 population to represent the small cities (under 5000) within the transportation area. Each county shall have one Technical Advisory Committee member, chosen by caucus of the small cities within the county.
- Representatives of the Iowa Department of Transportation, Federal Highway Administration, and the Federal Transit Administration who shall serve without a vote.
- A formally designated representative of any other public board or commission having jurisdiction in the operation of transportation facilities; as such board or commission may hereafter become signatory to this Agreement at the consent of the Policy Board.

- The Executive Director of ECIA or their formally designated representative (s).

The East Central Intergovernmental Association (ECIA) serves as RPA 8’ fiscal and administrative agent. RPA 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 RPA 8 area and IADOT. Coordination efforts are achieved through the RPA 8’s organizational structure, through the annually prepared Transportation Improvement Program and other means.

Committees Composition

RPA 8 understands that diverse representation on the RPA 8 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.

RPA 8 encourages participation of all citizens in the regional transportation planning and programming process. The RPA will continue to make efforts to encourage and promote diversity. In addition, the RPA 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	86%	14%	0%	0%	0%	0%	0%	0%
Technical Committee	75%	17%	0%	0%	8%	0%	0%	0%
RPA 8 Area	96%		0%		4%		0%	

RPA 8 Nondiscrimination Policy

RPA 8 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. RPA 8 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. RPA 8 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.

RPA 8 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. RPA 8 plan 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.

RPA 8's Title VI notice to the public is posted under the https://www.eciatrans.org/rpa8/organizational_information/title_vi.php. 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 RPA 8'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:

Director of Human Resources and Program Development
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

RPA 8 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 RPA 8's planning and programming process.

Public Involvement Policy Plan (PIP)

RPA 8 has always provided citizens with the opportunity to voice their opinions on transportation issues during the RPA 8 Policy Board meetings. When transportation issues are being decided upon by the RPA 8 Policy Board, the RPA 8 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 participate in 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



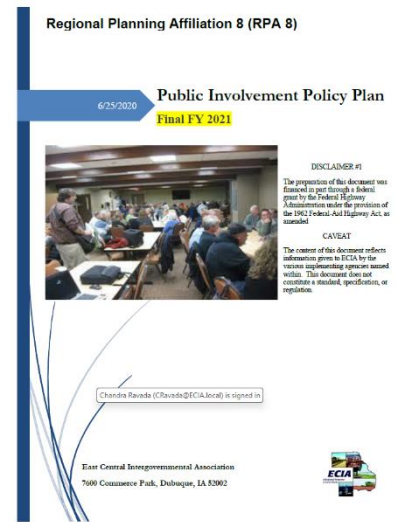
Email us
cravada@ecia.org
dfox@ecia.org



Visit our website
www.eciatrans.org



Visit us on social media
[Twitter.com/ECIATransport](https://twitter.com/ECIATransport)
[Facebook.com/ECIATransportation](https://facebook.com/ECIATransportation)



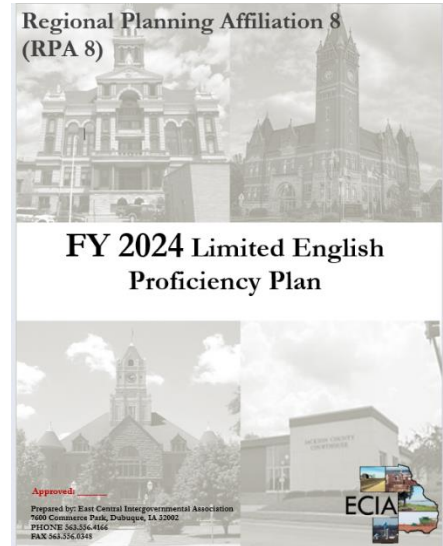
Public Involvement Policy Plan can be found at <https://www.eciatrans.org/pdf/DMATS/Organizational%20Information/Planning%20Documents/DMATS%20PUBLIC%20INVOLVEMENT%20POLICY%20Final%2006-11-2020.pdf>

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. RPA 8 LEP Plan includes a Four-Factor Analysis as required by Federal guidelines to identify LEP populations within the Regional Planning Affiliation 8 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 RPA 8 meetings and public hearings, and supporting continuing education and training for RPA 8 employees.

RPA 8 Limited English Proficiency Plan can be found at [Get link](#)



Procedure for Conducting an Environmental Justice Analysis

RPA 8 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 RPA 8 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 RPA 8 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 RPA 8 2040 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 RPA 8 planning area.

Title VI and Environmental Justice in RPA 8 Planning Documents

The RPA 8 facilitate a 3-C (comprehensive, coordinated, and continuing) transportation planning process. Listed in this section are some of the major RPA 8 planning efforts that reflect Title VI and EJ issues most closely.

Long Range Transportation Plan

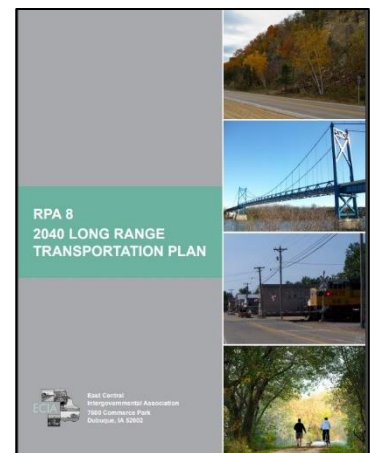
The RPA 8 Long Range Transportation Plan (LRTP) is the chief legal document reflecting the resources, the fundamental planning process, and the selection of projects for the region. The RPA8s LRTP describes the transportation needs and goals of the region over the next 30 years. It includes both long range and short-range multi-modal strategies focusing at the systems level, including roadways, transit, non- motorized transportation, and intermodal connections. The RPA 8 LRTP documents the planning process employed by the RPA 8 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 RPA 8s 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.

RPA 8 LRTP Planning Process

The RPA 8 staff carries out the following steps in creating a LRTP for RPA 8 area:

- Develops a vision, goals and objectives
- 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 Long-range and short-range capital improvements and operational strategies to improve safety, reduce congestion, and facilitate the movement of people and goods;



Source: [RPA 8 LRTP](#)

Transportation Improvement Program (TIP)

The highway and transit projects in the Transportation Improvement Program (TIP) derive directly from RPA 8 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 RPA 8 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 RPA 8 policy board. This document is prepared by the RPA 8 in cooperation with the Iowa Department of Transportation, 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 RPA 8 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 DOT. Amendments to the TIP are also submitted to the Iowa for inclusion in the STIP.

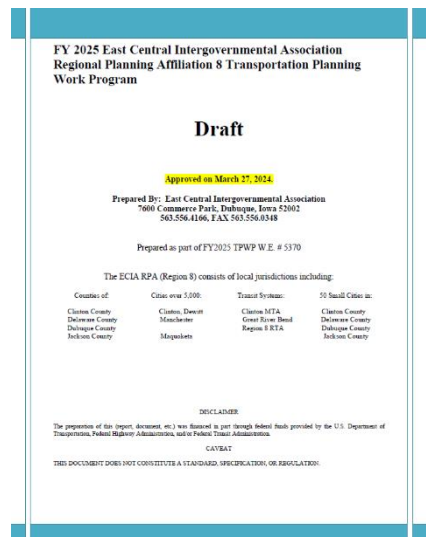
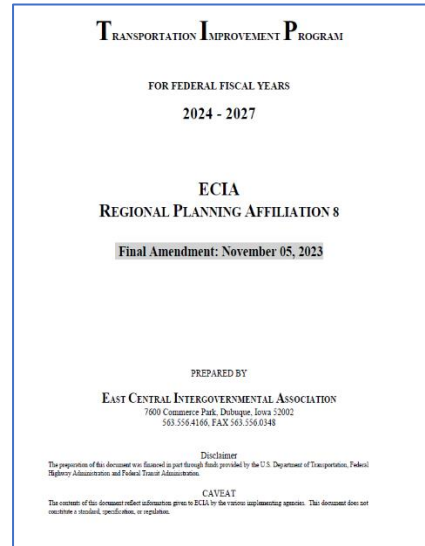
Source: [RPA 8 TIP](#)

Transportation Planning Work Program (TPWP)

The RPA 8 undertakes its role in the planning process through a contractual relationship with IADOT 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 RPA 8 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 RPA 8 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).

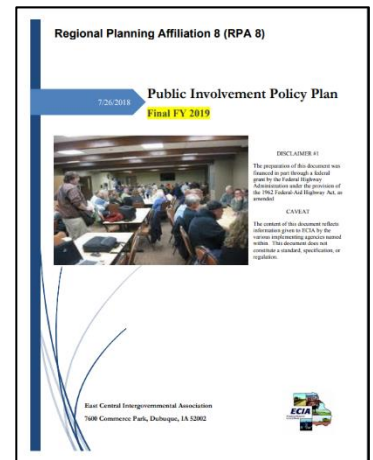
Source: [RPA 8 TPWP](#)



Public Involvement Plan (PIP)

The RPA 8 PIP sets forth the organization's goals, objectives, strategies and various techniques for communication with the public. 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 RPA 8 carries out these duties.

Source: [RPA 8 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: [RPA 8 PTP](#)



Title VI and Environmental Justice in RPA 8 Programs

IADOT 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 RPA 8 for inclusion in the TIP. As an RPA, RPA 8 receives Surface Transportation Block Grants (STBG) and Transportation Alternative Program (TAP) funds from IADOT.

The RPA 8 sub allocates 90% of its STBG funds to cities and counties that have population more than 5,000. RPA 8 set aside 10% of STBG funds for cities below 5,000 population and transit agencies. The RPA 8 scores and selects projects for funding under STBG and TAP 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.

Change to Federal Aid SWAP

With the passage of the Infrastructure Investment and Jobs Act (IIJA), the increase in new federal funds has impacted Iowa Department of Transportation's ability to provide SWAP-STBG funds for Local Public Agency

(LPA) projects. For Counties, any projects that had been programmed for SWAP-STBG and County Highway Bridge (HBP) let in January 2023 or later must utilize federal aid and not be exchanged for state funds. For cities, any projects that has been programmed for SWAP under STBG through RPA will remain federal-aid SWAP.

At the October 19, 1999 meeting, the RPA Policy Board adopted a distribution system for uncommitted STBG funds. In this system, the funds are distributed by a sub-allocation process. Each jurisdiction's share of the funds will be determined by the Census population. The cities of Clinton, Manchester, Maquoketa and Dewitt will receive a share based on the population within the incorporated limits of the city. The four counties will each receive a share based on the population of the unincorporated area plus the population of all cities in the county under 5,000 population. Jurisdictions eligible for STBG funds that do not receive a sub-allocation will have the opportunity to request funding from the RPA 8 as follows:

1. IA DOT is an eligible applicant for STBG-SWAP funds and can request funding.
2. Cities below 5,000 population, transit agencies can compete each year through an application process for 10% of the STBG funds set aside by RPA Policy board (Appendix D).
3. Transit agencies providing service within cities greater than 5,000 in population can request funds from the cities over 5,000 population.

RPA 8 uses a competitive application process to allocate STBG-SWAP funds according to the LRTP. RPA 8 programs these funds for the four-year period of the TIP based upon funding targets from the Iowa DOT and projected funding levels. The RPA 8 invites local jurisdictions to submit projects for STBG-SWAP funds. Staff ranks the projects using a ranking process established by RPA 8 Board and will submit the project ranking list to the RPA 8 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, Economic Vitality, System Preservation, Accessibility & Mobility, Integration & Connectivity and Local & Regional Factors.

The RPA 8 Technical Advisory Committee (TAC) and RPA 8 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. RPA 8 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 RPA 8 Title VI Non-Discrimination Program Plan

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 RPA 8 invites local jurisdictions to submit projects for TAP funds. Staff ranks the projects using a ranking process established by RPA 8 Board and will submit the project ranking list to the RPA 8 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

RPA 8’s four counties combined for a total population of 182,699 in the 2020 Census. Dubuque County has the largest population of the four; however, a large portion of that population resides within the DMATS MPO boundary. In 2020, 79,786 people, or about 85 percent of the total county population lived inside the DMATS boundary. Subtracting the DMATS MPO population from the four-county total leaves a total RPA planning area population of 102,913 Figure 2.1 shows the 2020 Census population of the four RPA 8 counties.

Figure 2.1 2020 Census Population for RPA 8 Counties

Clinton County	49,116
Delaware County	17,764
Dubuque County*	93,653
Jackson County	19,848
Total	180,381

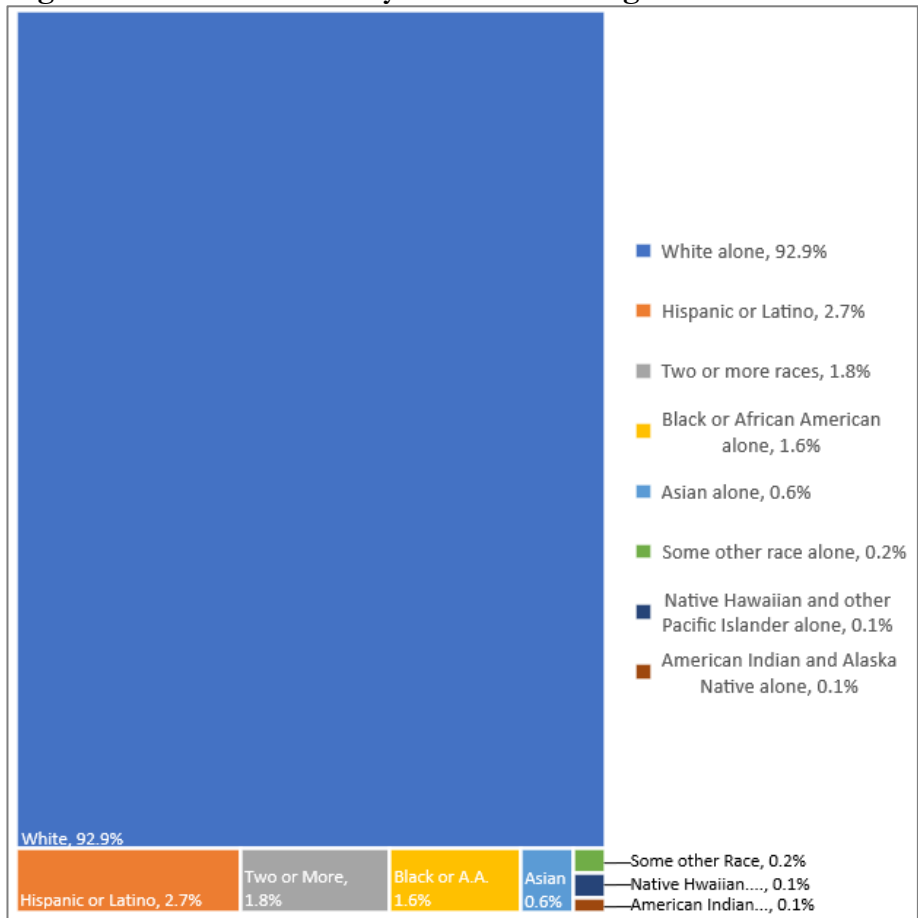
Source: US Census Bureau, 2020 Decennial Census.

* 79,786 of the 93,653 people living in Dubuque County reside inside the DMATS MPO planning boundary.

Minority Populations

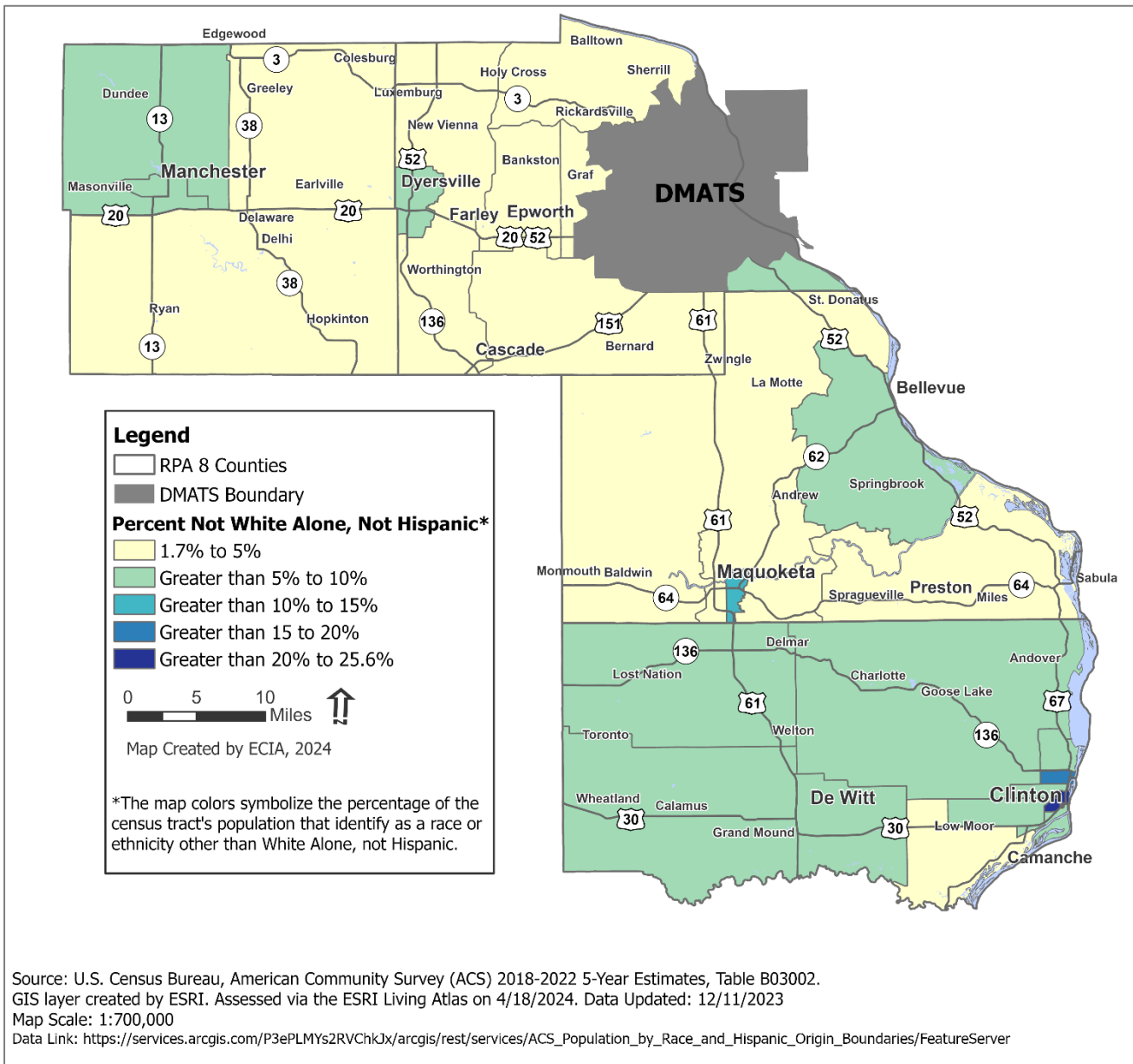
According to 2018-2022 American Community Survey estimates, the region’s population is 92.9% White, with Hispanic or Latino the next largest group at 2.7%. Black or African American accounts for 1.9% of the population and Asian 1.6%. 1.8% of the region’s population identifies as two or more races. ACS estimates indicate that groups other than White Alone, Not Hispanic or Latino account for 7.1% of the total population. Figure 4 maps proportions of minority populations by census tract within the region. The approximate racial and ethnic composition of RPA 8’s population is shown in Figure 3. The values used here and in the chart are described as approximate because the DMATS planning area boundary does not align exactly with census geographies. The values were calculated using values from a selection of Dubuque County census tracts that align most closely with the area outside DMATS boundary and the total values from Clinton, Delaware, and Jackson counties.

Figure 3. Race and Ethnicity in the RPA 8 Region



Source: 2017-2021 American Community Survey 5-Year Estimates

Figure 4 Race and Ethnicity in the RPA 8 Area



APPENDIX A – Title VI Notice to the Public

The Regional planning Affiliation 8 (RPA 8) hereby gives public notice that it is the policy of the RPA 8 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:

Holly McPerson, 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:		

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: hmcpherson@ecia.org