Draft
Title VI Program 2015
With Limited English Proficiency (LEP) Plan

Kings County Association of Governments
339 West D Street, Suite B
Lemoore, CA 93245
(559) 852-2654 office
(559) 924-5632 fax
www.kingscog.org

This document was prepared by Kings County Association of Governments (KCAG) and approved by its Board of Directors to comply with Title VI of the Civil Rights Act of 1964, including new provisions detailed in U.S. Department of Transportation’s FTA Circular 4702.1B, “Title VI Requirements and Guidelines for Federal Transit Administration Recipients”.
# Table of Contents

Introduction ................................................................................................................................... 5  
KCAG Title VI Policy Statement .................................................................................................... 5  
KCAG Organization and Title VI Coordinator Responsibilities ..................................................... 6  
A. General Organization and Staff ............................................................................................... 6  
B. Title VI Coordinator Responsibilities ...................................................................................... 7  
KCAG Title VI Notice to the Public ................................................................................................ 8  
KCAG Title VI Notice to the Public (Spanish) ............................................................................... 9  
Posting Locations for Title VI Notice ........................................................................................... 10  
Title VI Complaint Procedures .................................................................................................... 11  
A. Submission of Complaint .................................................................................................... .. 11  
B. Review of Complaint ........................................................................................................ ..... 11  
C. Determination of Complaint ................................................................................................... 12  
D. Appeal ...................................................................................................................................... 12  
E. Submission of Complaint to the Federal Transit Administration ........................................... 12  
F. Final Remedial Action Plan ................................................................................................... 13  
KCAG Title VI Complaint Form ................................................................................................... 14  
KCAG Title VI Complaint Form (Spanish) ................................................................................... 16  
List of Transit-Related Title VI Investigations, Complaints, and Lawsuits ................................... 18  
Public Participation Plan ............................................................................................................. 19  
A. Title VI Compliance and Environmental Justice .................................................................... 19  
B. Public Involvement Process ................................................................................................... 20  
1. Citizen Participation – Public Hearings ........................................................................... 20  
2. Citizen Participation – Public Outreach ........................................................................... 21  
3. Engaging Title VI Protected Groups................................................................................ 21  
4. Summary of Outreach Strategies .................................................................................... 23  
Limited English Proficiency Plan ................................................................................................. 25  
A. Four-Factor Analysis ....................................................................................................... ...... 26  
  Factor 1 ................................................................................................................................. 26  
  Factor 2 .................................................................................................................................. 26  
  Factor 3 .................................................................................................................................. 27  
  Factor 4 .................................................................................................................................. 28  
B. Language Assistance Measures ........................................................................................... 28  
C. Notification to LEP or Low Literacy Persons ......................................................................... 29  
D. Maintenance and Monitoring of the LEP Plan ..................................................................... 30  
E. Staff LEP Training ................................................................................................................. 31  
Minority Representation on Non-Elected Transit Advisory Committees ..................................... 32  
A. Social Service Transportation Advisory Council ............................................................... 32
Table of Contents – cont’d

B. KCAG Technical Advisory Committee ................................................................. 32

Minority Representation on Elected Transit Advisory Committees ....................... 33

A. KCAG Commission ............................................................................................. 33

B. KCAG Transportation Policy Committee ............................................................. 33

C. Abandoned Vehicle Abatement Service Authority ............................................... 34

Requirements for Metropolitan Planning Organizations ............................................. 35

A. Demographic Profile of the Metropolitan Area .................................................. 35

B. Identification and Consideration of Mobility Needs of Minority Populations
   within KCAG’s Planning Process ........................................................................... 38
   1. Identification of Mobility Needs of Minority Populations
      within KCAG’s Planning Process ....................................................................... 38
   2. Consideration of Mobility Needs of Minority Populations
      within KCAG’s Planning Process ....................................................................... 38

C. Analysis of KCAG’s Transportation System Investments ..................................... 39

D. Requirements for Program Administration ............................................................ 40
   1. Procedures for Pass-Through Funds and Demonstration
      of Non-Discriminatory Manner ......................................................................... 40
   2. Record of Funding Requests to Provide Assistance to
      Predominantly Minority Populations (PMP) ...................................................... 41
   3. Description of KCAG’s Competitive Selection Process
      for Public Transportation Funding .................................................................. 41
   4. Description of KCAG’s Criteria for Selecting Entities to
      Participate in a FTA Grant Program .................................................................. 41
Appendices

Appendix A:  KCAG Transportation Policy Committee Resolutions

Appendix B:  FTA FY 2014 Certifications and Assurances Signature Page

FTA FY 2014 Certifications and Assurances For Federal Transit Administration Assistance Programs

FTA FY 2014 Certifications and Assurances

Appendix C:  DOT FY 2014/15 Debarment and Suspension Certification Signature Page

DOT FY 2014/15 Debarment and Suspension Certification

Appendix D:  FHWA FFY 2014 Planning Process Certification

Appendix E:  KCAG 2013 Public Participation Plan

Appendix F:  Caltrans Title VI Program Checklist
Introduction

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have a longstanding policy of actively ensuring nondiscrimination in federally funded activities under Title VI of the 1964 Civil Rights Act. Both Title VI issues and environmental justice have become a more integral focus of the transportation planning and programming process of Metropolitan Planning Organizations and Regional Transportation Planning Agencies. This document establishes a framework for the Kings County Association of Governments’ (KCAG) efforts to ensure compliance with the Title VI and related statutes regarding nondiscrimination and environmental justice in the delivery of services and benefits under federally-funded programs or activities. This document has been prepared in response to FTA Circular 4702.1B, dated October 1, 2012.

KCAG is committed to ensuring that no person is excluded from participation in, denied the benefits of, or discriminated against under its projects, programs, or activities on the basis of race, color, creed, national origin, sex, or age, as provided in the Title VI of the Civil Rights Act and 49 United States Code Section 5332.

The FTA FFY 2014 Certifications and Assurances, FHWA FFY 2014 Planning Process Certification, and the Department of Transportation (Caltrans) FY 2014/15 Debarment and Suspension Certification are included in Appendices B through D.

KCAG Title VI Policy Statement

KCAG is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. KCAG assures that no person shall on the grounds of race, color, national origin, gender, age, or disability, 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 KCAG service, program, or activity. The Agency also assures that every effort will be made to prevent discrimination through the impacts of any of its programs, policies, and activities on minority and low-income populations. The Agency further assures that every effort will be made to ensure nondiscrimination in any agency-sponsored program or activity, whether those programs and activities are federally funded or not. In addition, the department will take reasonable steps to provide meaningful access to services for persons with Limited English Proficiency.

In the event that KCAG distributes Federal aid funds to another entity, KCAG will include Title VI language in all written agreements and will monitor for compliance. Title VI compliance is a condition of the receipt of federal funds. KCAG’s Executive Director as Title VI Coordinator and/or her Designee are authorized to ensure compliance with provisions of this policy and with the law, including the requirements of Title 23 Code of Federal Regulation (CFR) 200 and Title 49 CFR 21.

KCAG acknowledges its responsibility for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by Title 23 CFR 200 and by Title 49 CFR 21.

_________________________   _______________________
Terri King, Executive Director  Date
Kings County Association of Governments
KCAG Organization and Title VI Coordinator Responsibilities

A. General Organization and Staff

The Kings County Association of Governments (KCAG) is a Council of Governments (COG) responsible for addressing inter-jurisdictional public policy matters. KCAG is a voluntary organization whose member agencies include the cities of Avenal, Corcoran, Hanford, Lemoore, and the County of Kings. KCAG is both a state-designated regional transportation planning agency (RTPA) and a federally recognized Metropolitan Planning Organization (MPO).

As a RTPA and MPO, KCAG prepares and maintains local transportation plans, reviews California’s transportation plans, oversees grant proposals, and administers local and state funds. KCAG is responsible for reviewing and implementing local transportation plans, such as the Regional Transportation Plan, the Regional Transportation Improvement Program, the Federal Transportation Improvement Program, and the State Transportation Improvement Program for prioritization of transportation projects for the region. Additional tasks include monitoring local public transit operations, overseeing federal transportation grant proposals, and administering the Local Transportation Fund and State Transit Assistance funds.

The KCAG MPO is governed by a Transportation Policy Committee (TPC), a sub-committee of the KCAG Commission. All RTPA activities are governed by the TPC, which is the final approving authority. The Transportation Policy Committee is composed of local elected officials from each member agency who are regular members of the KCAG Commission and the Director of Caltrans District 6, representing the Director of Caltrans Headquarters. The Transportation Policy Committee is advised by the Technical Advisory Committee and the Social Service Transportation Advisory Council.

The Executive Director of the Kings County Association of Governments is responsible for ensuring the implementation of the KCAG Title VI Program. The Executive Director of KCAG, on behalf of the KCAG Transportation Policy Committee, is responsible for the overall management and day-to-day administration of the Title VI program and serves as the Title VI “Coordinator” (Figure 1).

Kings County Association of Governments
Executive Director
Title VI Coordinator
Terri King
Office: (559) 852-2678
Fax: (559) 924-5632
Email: terri.king@co.kings.ca.us
B. Title VI Coordinator Responsibilities

The Title VI Coordinator is charged with the responsibility for implementing, monitoring, and ensuring KCAG compliance with Title VI regulations, including but not limited to:

1. Process the disposition of Title VI complaints as received by KCAG.

2. Collect statistical data (race, color, sex, age, disability, or national origin) of participants in and beneficiaries of federal aid highway and transit programs.

3. Conduct Title VI reviews of consultants and other recipients of federal aid highway and transit fund contracts administered through KCAG.

4. Conduct annual Title VI reviews of program areas (planning, consultant selection) to determine the effectiveness of program activities at all levels.

5. Develop Title VI information for dissemination to the general public and, where appropriate, in languages other than English.

6. Prepare a yearly report of Title VI accomplishments and goals, as required by 23 CFR 200.

7. Participate in training programs on Title VI and other related statutes for KCAG employees and recipients of federal aid highway and transit funds.

8. Conduct post-grant approval reviews of KCAG programs and applicants (e.g. consultants, design and relocation, and persons seeking contracts with KCAG) for compliance with Title VI requirements.

9. Identify and eliminate discrimination.

10. Establish procedures for promptly resolving deficiency status and reducing to writing the remedial action agreed to be necessary, all within a period not to exceed 90 days.
Kings County Association of Governments (KCAG) is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives and assures that no person shall be excluded from the equal distribution of its services, programs, or activities because of race, color, national origin, gender, age, or disability, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (P.L. 100.259).

- KCAG operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act.

- Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with KCAG. All complaints will be fairly and objectively investigated.

- To file a complaint, you may contact our Title VI Program Coordinator, Terri King at (559) 852-2678; or by email terri.king@co.kings.ca.us; or visit the KCAG office at 339 West D Street, Suite B, Lemoore, CA, 93245.

- For more information about the KCAG Title VI Program and complaint procedure, contact (559) 852-2654 or visit KCAG’s website: www.kingscog.org.

- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, D.C. 20590.

- If information is needed in another language, contact (559) 852-2654.
Notificación al Público de los Derechos Bajo el Título VI

Asociación de Gobiernos del Condado de Kings

El Asociación de Gobiernos del Condado de Kings (KCAG) se compromete a cumplir con el Título VI del Acta de Derechos Civiles de 1964 y todas las normas y directivas relacionadas y asegura que nadie podrá ser excluido de la distribución equitativa de sus servicios, programas o actividades a causa de raza, color, origen nacional, sexo, edad o discapacidad, según lo dispuesto por el Título VI del Acta de Derechos Civiles de 1964 y la Ley de Restauración de Derechos Civiles de 1987 (PL 100,259).

- KCAG opera sus programas y servicios, sin distinción de raza, color y origen nacional, de conformidad con el Título VI del Acta de Derechos Civiles.

- Cualquier persona que cree que él o ella ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante KCAG. Todas las quejas serán investigadas de manera justa y objetiva.

- Para presentar una queja puede comunicarse con nuestro Coordinador del Programa Título VI, Terri King al (559) 852-2678; o por correo electrónico terri.king@co.kings.ca.us de; o visite la oficina KCAG en 339 West D Street, Suite B, Lemoore, CA, 93245.

- Para obtener más información acerca del Programa KCAG Título VI y el procedimiento de queja, llame al (559) 852-2654 o visite el sitio web de KCAG: www.kingscog.org.

- Un demandante puede presentar una queja directamente con la Administración Federal de Tránsito mediante la presentación de una queja ante la Oficina de Derechos Civiles, Atención: Coordinador de Programa del Título VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

- Si se necesita información en otro idioma, llame al (559) 852-2654.
### Posting Locations for Title VI Notice

KCAG’s Title VI Notice to the Public is currently posted at the following locations:

<table>
<thead>
<tr>
<th>Location Name</th>
<th>Address</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>KCAG Office - Reception Room and Conference Room</td>
<td>339 West D Street, Suite B</td>
<td>Lemoore</td>
</tr>
<tr>
<td>KCAG Website</td>
<td><a href="http://www.kingscog.org">www.kingscog.org</a></td>
<td></td>
</tr>
<tr>
<td>Kings County Area Public Transit Agency (KCAPTA) Main Office</td>
<td>629 Davis Street</td>
<td>Hanford</td>
</tr>
<tr>
<td>Kings Area Rural Transit (KART) Terminal</td>
<td>504 West 7th Street</td>
<td>Hanford</td>
</tr>
<tr>
<td>City of Corcoran Office</td>
<td>832 Whitley Avenue</td>
<td>Corcoran</td>
</tr>
<tr>
<td>Corcoran Area Transit (CAT) Terminal</td>
<td>1099 Otis Avenue</td>
<td>Corcoran</td>
</tr>
<tr>
<td>Revenue Service Vehicles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schedule - Riders Guide</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Title VI Complaint Procedures

The complaint process will follow the California Department of Transportation’s (Caltrans) procedures. Caltrans has the principal responsibility for processing, investigating, and resolving any complaint arising as a result of operations of its subrecipients such as KCAG.

Any person who believes he or she, either individually, as a member of any specific class of persons, or in connection with any minority contractor, has been subjected to discrimination prohibited by Title VI of Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, may file a complaint by completing and submitting KCAG’s Title VI Complaint Form. The basis of the complaint must be (a) unequal treatment because of race, color, national origin, gender, age, and/or disability, or (b) noncompliance with Title VI rules or guidelines adopted there under. Every effort will be made to resolve the complaint(s) information at the MPO and consultant level. KCAG investigates complaints received no more than 180 days after the alleged incident. KCAG will only process complaints that are complete.

For complaints of discrimination by member agencies of KCAG, KCAG will be responsible for processing, investigating, and resolving those complaints. Complaints received by KCAG will be forwarded to the Department of Transportation Civil Rights Office in Sacramento, California.

Complaints may also be filed directly with the Federal Transit Administration through the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor – TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590. If information is needed in a different language, contact 559-852-2654.

As a recipient of federal dollars, KCAG is required to comply with Title VI of the Civil Rights Act of 1964 and ensure that services and benefits are provided on a non-discriminatory basis. KCAG has in place a Title VI Complaint Procedure, which outlines the process for local disposition of Title VI complaints and is consistent with guidelines found in the Federal Transit Administration Circular 4702.1B dated October 1, 2012. The complaint procedure has five steps, outlined below:

A. Submission of Complaint

Any person who feels that he or she, individually, or as a member of any class of persons, on the basis of race, color, national origin, or limited means (low-income) status has been excluded from or denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance through KCAG may file a written complaint by completing and submitting the agency’s Title VI Complaint Form to the KCAG Title VI Coordinator. Such a complaint must be filed within 180 calendar days after the date the person believes the discrimination occurred. The KCAG Title VI Complaint Procedures and Complaint Forms are available online at www.kingscog.org.

B. Review of Complaint

- Upon receipt of the Complaint, the Executive Director as Title VI Coordinator or his/her Designee, shall review, investigate and evaluate the Complaint. The Complainant will receive an acknowledgement letter by registered mail informing him/her whether the complaint will be investigated by KCAG within 10 business days of receipt of the complaint.

- The Title VI Coordinator shall complete the review no later than 45 calendar days after the date KCAG received the Complaint.
• If more time is required, the Title VI Coordinator shall notify the Complainant in writing of the estimated time-frame for completing the review. If more information is needed to resolve the case, the Title VI Coordinator may contact the Complainant. The Complainant has 10 business days from the date of the letter to submit requested information to the Title VI Coordinator. Failure of the Complainant to submit additional information within the designated timeframe may be considered good cause for a determination of no investigative merit, and KCAG can administratively close the case.

• A case can be administratively closed also if the Complainant no longer wishes to pursue their case.

• Upon completion of the review by the Title VI Coordinator, an investigative report and findings of the complaint will be sent to KCAG’s legal counsel for review. The Executive Director, as Title VI Coordinator, shall, based on the information before him/her and in consult with legal counsel, make a recommendation regarding the merit of the Complaint and whether remedial actions are available to provide redress. Additionally, the Title VI Coordinator may recommend improvements to KCAG’s processes relative to Title VI and environmental justice, as appropriate.

C. Determination of Complaint

Determination on the disposition of the complaint shall be made within 10 business days from the date of the investigative report. Notice of the Executive Director’s determination shall be mailed to the Complainant as either a closure letter or letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action, will occur.

D. Appeal

If the complainant wishes to appeal the decision, he/she has 10 calendar days after receipt of the Executive Director’s written decision. The complainant may either request a reconsideration by the KCAG Executive Director if new facts not previously considered are made available, or appeal the Executive Director’s response to the complaint by submitting a written appeal to the KCAG Transportation Policy Committee for investigation. The complainant is entitled to review the denial, to present additional information and arguments, to separation of functions (i.e. a decision by a person or body of persons not involved with the initial decision to deny eligibility), and to receive written notification of the decision of the appeal and the reasons for it.

E. Submission of Complaint to the Federal Transit Administration

If the complainant is dissatisfied with KCAG’s resolution of the complaint, he/she may file a complaint directly with the FTA:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590
F. Final Remedial Action Plan

A copy of the complaint and KCAG's investigation report/letter of finding and a Final Remedial Action Plan will be issued to FTA within 90 calendar days of the receipt of the complaint. After receiving FTA's comments, briefings may be scheduled with all relevant parties to the complaint. A summary of the complaint and its resolution must be included in the Annual Report to the FTA.
KCAG Title VI Complaint Form

**Section I: Please write legibly in ink**

1. Name:  

2. Address:  

3. Telephone:  

3.a. Secondary Phone (Optional):  

4. Email Address:  

5. Accessible Format Requirements?  

   [ ] Large Print  
   [ ] Audio Tape  
   [ ] TDD  
   [ ] Other  

**Section II:**

6. Are you filing this complaint on your behalf? YES* NO  

   * If you answered “Yes” to question 6, go to Section III.  

7. If you answered “No” to question 6, what is the name of the person for whom you are filing this complaint?  
   Name:  

8. What is your relationship with this individual:  

9. Please explain why you have filed for a third party:  

10. Please confirm that you have obtained permission from the aggrieved party to file on their behalf. YES NO  

**Section III:**

11. I believe the discrimination I experienced was based on (check all that apply):  

   [ ] Race  
   [ ] Color  
   [ ] National Origin  

12. Date of alleged discrimination (mm/dd/yyyy):  

13. Please explain as clearly as possible what occurred and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as names and contact information of any witnesses. If more space is needed, please use the back of this form to complete your explanation.
Section IV:

14. Have you previously filed a Title VI complaint with KCAG? YES NO

Section V:

15. Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? YES NO

   If Yes, check all that apply:
   [ ] Federal Agency ______________________  [ ] State Agency ______________________
   [ ] Federal Court ______________________  [ ] Local Agency ______________________
   [ ] State Court ______________________

16. If you answered “Yes” to question 15, provide information about a contact person at the agency/court where the complaint was filed.

Name:
Title:
Agency:
Address:
Telephone: Email Address:

Section VI:

Name of Transit Agency complaint is against:
Contact Person:
Telephone:

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

Signature and date are required below to complete form:
Signature: ________________________________  Date: ______________________

Please submit this form in person or mail this form to the address below:

Kings County Association of Governments
Title VI Coordinator
339 W. D Street, Suite B
Lemoore, CA 93245
KCAG Title VI Complaint Form (Spanish)

<table>
<thead>
<tr>
<th>Sección I: Por favor, escriba de manera legible en tinta</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Nombre:</td>
</tr>
<tr>
<td>2. Dirección (física):</td>
</tr>
<tr>
<td>3. Teléfono:</td>
</tr>
<tr>
<td>3.a. Teléfono secundario <em>(Opcional)</em>:</td>
</tr>
<tr>
<td>4. Correo electrónico:</td>
</tr>
<tr>
<td>5. Requisitos para accesibilidad de formato:</td>
</tr>
<tr>
<td>[ ] Letra Grande</td>
</tr>
<tr>
<td>[ ] Audio en cinta</td>
</tr>
<tr>
<td>[ ] Teletipo</td>
</tr>
<tr>
<td>[ ] Otros</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sección II:</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. ¿Está completando esta queja en su propio nombre?</td>
</tr>
<tr>
<td>SÍ * NO</td>
</tr>
<tr>
<td>* Si su respuesta es &quot;Sí&quot; a la pregunta 6, vaya a la Sección III.</td>
</tr>
<tr>
<td>7. ¿Si contestó &quot;No&quot; a la pregunta 6, ¿cuál es el nombre de la persona para la cual usted está presentando esta queja?</td>
</tr>
<tr>
<td>Nombre:</td>
</tr>
<tr>
<td>8. ¿Cuál es su relación con esta persona?:</td>
</tr>
<tr>
<td>9. Por favor, explique por qué usted ha presentado la queja para la otra persona:</td>
</tr>
<tr>
<td>10. Por favor confirme que ha obtenido el permiso de la parte agravada para presentar en su nombre.</td>
</tr>
<tr>
<td>SÍ * NO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sección III:</th>
</tr>
</thead>
<tbody>
<tr>
<td>11. Creo que la discriminación que experimenté fue basado en <em>(marque todo lo que aplique)</em>:</td>
</tr>
<tr>
<td>[ ] Raza</td>
</tr>
<tr>
<td>[ ] Color</td>
</tr>
<tr>
<td>[ ] Origen Nacional</td>
</tr>
<tr>
<td>12. Fecha de la presunta discriminación <em>(mm/dd/aaaa)</em>:</td>
</tr>
<tr>
<td>13. Por favor explique lo más claramente posible lo que ocurrió y por qué cree que fue discriminado. Describa todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de la persona (s) que lo discriminó (si se conoce), así como los nombres y la información de contacto con cualquier testigo. Si se necesita más espacio, por favor use el reverso de este formulario para completar su explicación.</td>
</tr>
</tbody>
</table>
### Sección IV:

14. ¿Ha presentado anteriormente una queja del Título VI con KCAG?  
   - [ ] Sí  
   - [ ] No

### Sección V:

15. ¿Ha presentado esta queja con cualquier otra, agencia local o estatal, federal, o ante cualquier tribunal federal o estatal?  
   - [ ] Sí  
   - [ ] No

   En caso afirmativo, marque lo que corresponda:  
   - [ ] Agencia Federal  
   - [ ] Agencia Estatal  
   - [ ] Corte Federal  
   - [ ] Agencia Local  
   - [ ] Tribunal Estatal

16. Si ha respondido “Sí” a la pregunta 15, proporcione información acerca de una persona de contacto en la agencia/tribunal donde se presentó la queja.

   Nombre:  
   Título de contacto:  
   Agencia/Tribunal:  
   Dirección:  
   Teléfono:  
   Dirección de correo electrónico:

### Sección VI:

Nombre de la Agencia de Tránsito queja es en contra:  
Persona de contacto:  
Teléfono:

Puede adjuntar cualquier material escrito o cualquier otra información que usted piensa que es relevante para su queja.

Para completar la forma se requieren firma y fecha abajo:

Firma:  
Fecha: 

Por favor entregue este formulario en persona o envíe por correo este formulario a la dirección indicada a continuación:

**Kings County Association of Governments**  
**Title VI Coordinator**  
**339 W. D Street, Suite B**  
**Lemoore, CA 93245**
List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

KCAG has not been involved in any transit-related Title VI investigations, complaints, or lawsuits.

Below is a summary table KCAG utilizes to record Title VI complaints.

<table>
<thead>
<tr>
<th>Kings County Association of Governments Title VI Complaint Log</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Case #</strong></td>
</tr>
<tr>
<td>Investigations</td>
</tr>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
<tr>
<td>Lawsuits</td>
</tr>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
<tr>
<td>Complaints</td>
</tr>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
</tbody>
</table>
Public Participation Plan

KCAG utilizes an adopted Public Participation Plan (PPP) that outlines various outreach activities required to meet the federal planning process. KCAG’s PPP addresses all aspects of public involvement, from transportation planning to the dissemination of information. Effective strategies are required to be tailored to fit both the subject matter and the audience. Effective public involvement requires building relationships with members and organizations in the community. While it is sometimes challenging to engage the public in regional transportation, this plan seeks to identify strategies to inform and encourage community participation. KCAG is committed to involving traditionally underserved persons of race, color or national origin, low income, and the elderly, those addressed by the Americans with Disabilities Act (ADA), Native American tribal governments, and communities in the transportation planning processes. The PPP is periodically reviewed to evaluate its effectiveness in promoting public participation for Limited English Proficiency (LEP) persons in KCAG’s transportation planning processes.

KCAG’s Public Participation Plan, in its entirety, is included in Appendix G and may also be viewed online at www.kingscog.org.

A. Title VI Compliance and Environmental Justice

Title VI of the Civil Rights Act of 1964 states that “No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” Title VI of the Civil Rights Act of 1964 requires that transportation planning and programming be non-discriminatory on the basis of race, color, national origin or disability. The federal statute was further clarified and supplemented by the Civil Rights Restoration Act of 1987 and a series of federal statutes enacted in the 1990s relating to the concept of environmental justice. “Environmental justice” is a term used to help ensure equal protection under the country’s laws. KCAG’s goal is to ensure that all people, regardless of race, color, national origin or income are protected from disproportionate negative or adverse impacts due to transportation projects. There are three principles that are fundamentally known as the core of environmental justice:

- To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations.

- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.

- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

KCAG, a designated MPO receiving Federal funding, is responsible for implementing Title VI and conforming to federal environmental justice principles. Kings County’s transportation decision making includes an inclusive approach to consider the human environment and the adverse impacts transportation projects may have. It also looks at safety and mobility issues, which are key elements in achieving environmental justice. KCAG approaches and resolves transportation decision making by:

- Meeting the needs of all people.
• Planning transportation facilities that fit into communities.

• Increasing the involvement with the public.

• Analyzing potential impacts on minority and low-income populations by accessing, monitoring, and improving data collections.

• Connecting with other public and private programs to achieve common vision for communities.

• Preventing high and adverse impacts on minorities and low-income populations.

• Identifying and mitigate concerns that the public might have which benefit or affect communities and/or neighborhoods.

B. Public Involvement Process

1. Citizen Participation – Public Hearings

Outlined in the KCAG PPP, the citizen participation process used by KCAG has many components. The KCAG Commission and TPC receive citizen input from the communities in many ways. All have Unscheduled Appearances on their agency agendas and receive public input at that time. All representatives hold office hours and utilize public email addresses to receive input and to answer questions. In turn, the agency representatives carry forward this information to the TPC public hearings for discussion. The KCAG Commission, TPC, and Technical Advisory Committee (TAC) meetings are open to the public, with agendas posted 24 hours in advance on the KCAG website, at the KCAG Office, and at the Kings County Board of Supervisors Chambers. In addition, Miscellaneous Correspondence on the agenda of each meeting provides a more specific forum for citizen input by accepting/addressing written letters from the public regarding transportation issues or concerns.

Among KCAG’s MPO and RTPA responsibilities, this agency develops and updates a Regional Transportation Plan (RTP), prepares a Regional Transportation Improvement Program (RTIP), prepares a Federal Transportation Improvement Program (FTIP), and administers the Transportation Development Act (TDA). KCAG routinely provides opportunities for public comment and continually strives to solicit public comments and involve all segments of the population. Twice per month for each Board, the official public hearings are advertised and held on specific agenda items including, but not limited to, the RTP and the RTIP, and the Overall Work Program (OWP) and Budget. Public hearings are held, with additional special meeting agendas available when appropriate, in order to provide citizens ample opportunity to provide input or to review any of the Commission’s requests.

KCAG staff will advertise public hearings in both English and Spanish in the local newspaper of circulation, the Hanford-Sentinel, prior to the final public hearings on each plan or program, and utilizes news releases in English and Spanish sent to local news sources soliciting for both oral and/or written comments. The agendas are also utilized to advise the public that agenda backup information and public records provided to the Commission are available for public review at the KCAG office and on the KCAG website, as well as at the County Board of Supervisors Chambers.
2. Citizen Participation – Public Outreach

Public workshops are utilized by KCAG to seek input on technical analyses or alternatives that are defined as a result of the initial public input phase in the transportation planning processes. For example, KCAG is responsible for the RTP, a 26-year planning document that serves the Kings County's transportation planning process of the region's mobility needs and issues. The RTP is updated every four years with amendments and requires public notification. KCAG will conduct a second series of public meetings at the same sites, along with a series of technical working groups for public input and consultation with professional consultants performing transportation studies on the behalf of the MPO. The technical working groups are typically comprised of stakeholders with representation from affordable housing advocates, transportation advocates, neighborhood and community groups, environmental advocates, home builder representatives, broad-based business organizations, landowners, commercial property interests, and homeowner associations. Also included are representatives from the agricultural community, goods movement, Native American Tribe, senior citizens, bicyclists, economic development interests, public health, elected representatives (at the local, state, and federal level), education, and the Lemoore Naval Air Station. KCAG maintains a comprehensive email database of stakeholders, high propensity voters, as well as representatives of economically disadvantaged, minority, elderly, disabled, and LEP groups, in order to reach people from all four cities and the County regarding upcoming presentations, workshops, and engagement opportunities.

In addition to posting all agendas on the KCAG website, other information such as agenda and meeting minutes, planning and programming documents, and agency announcements are posted to the website that the public can access to assist in the planning process. Public outreach materials to solicit public comments and questions for the planning stages of various plans and programs may include utilizing the internet and social media, with the creation of a project website where information about the plan or program process is readily available or to utilize online surveys to gather input. The project website may contain meeting materials and background on the planning process and provide opportunities for public comments and questions. KCAG will also utilize online surveying websites, such as SurveyMonkey.com, to pool information from the public regarding project specific goals and concerns. This tool has proven very effective in collecting data from transit surveys for the update to KCAG’s Transit Development Plan and for other planning documents, such as the San Joaquin Valley Greenprint.

The Interchange Newsletter is another effective means of public outreach which is a quarterly publication containing short articles and features of current issues and projects that KCAG is involved with. KCAG circulates the newsletter by mail and email lists and on its website, with hardcopies available at KCAG’s office.

3. Engaging Title VI Protected Groups

KCAG realizes that there are large segments of the population from whom input is rarely, if ever, received. In an effort to hear a truly representative voice of the public, KCAG will make all significant service-related planning and policy publications available, and will include translation for the LEP groups for both language and for written documents when necessary or upon request. KCAG will work with other public agencies and organizations which represent minorities, LEP persons, the elderly, and disabled persons to maintain a two-way dialogue regarding transportation processes and issues that are important to them. This may include non-profit organizations, advocacy groups, and public agencies that provide assistance to minority, LEP, elderly, disabled, and low income persons to educate and inform them regarding transportation processes.
KCAG ensures the participation of disadvantaged persons through localized meetings of elected Executive Board members in their respective areas in locations that are accessible to transit riders and people with disabilities, scheduled at times that are convenient for members of the public to attend. Citizens who make comments or express interest in items at public meetings or major informational meetings are placed on a mailing list to be notified of other meetings and any proposed actions. For example, extensive public outreach effort through annual Unmet Transit Needs public hearings ensures the needs of the residents of Kings County are presented and addressed about transit services funded through the State Transportation Development Act. These meetings are held at the County seat (City of Hanford) and in Corcoran, and additional Social Service Transportation Advisory Council (SSTAC) meetings are held either in Lemoore or Hanford to facilitate the transit needs of members.

To engage transit dependent and transit disadvantaged persons, several disabled and minority citizens have been selected to serve on the SSTAC and the KCAG TPC. The main purpose of the SSTAC is to serve as an advisory body to the KCAG TPC regarding the transit needs of the elderly, handicapped, and economically disadvantaged citizens. One of the key responsibilities that SSTAC members have is to participate annually in identifying transit needs, review, and recommend action to the KCAG TPC on transit needs and advise the RTPA on any other major transit issues, including the coordination and consolidation of specialized transportation services. Identification of transit needs is accomplished by reviewing the testimony given at a public hearing to be held by the KCAG TPC or to solicit input from the group each member represents. Annual SSTAC meetings are held to allow representatives of user groups to comment and discuss concerns about transit services, as well as to review and make recommendations for any unmet transit needs. KCAG has a cross section of council members on the SSTAC that consists of Title VI protected groups:

- One representative of potential transit users who are 60 years of age or older;
- One representative of potential transit users who are disabled;
- Two representatives of local social service providers for seniors, including one representative of a social service transportation provider, if one exists;
- Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists;
- One representative of local social service provider for persons of limited means;
- One representative from local consolidated transportation service agency, if one exists, including one representative from an operator;
- Additional members may be appointed by the transportation planning agency.

KCAG includes the local Tachi Yokut Indian Nation in its transportation planning processes through the Santa Rosa Rancheria membership on the KCAG TAC. This membership provides for input from the Tachi Yokut tribe on all transportation decisions affecting the planning area which allows the Tachi Yokut to express the entity’s transportation needs and concerns for their Reservation.

In order to provide meaningful access to LEP persons, KCAG will publish public notices and press releases regularly issued to local newspapers to comply with the Brown Act in both English and Spanish. This applies to KCAG projects which include, but not limited to, the administration of the FTA program of projects, RTP, FTIP, and RTIP adoption and amendments, and the TDA unmet transit needs process. Press releases are sent to local media to announce upcoming meetings, activities and to provide information on specific issues being considered by KCAG and its committees. For example, when vacancies occur on citizen advisory committees, such as the SSTAC, a press release will
generally go out to various local media (radio and television) in English and Spanish to generate public interest.

4. **Summary of Outreach Strategies**

KCAG will use identified strategies for outreach to engage minority and LEP populations, but may require additional activities depending on the scale and nature of the project.

- Continue building an active citizen participation forum and work to create an atmosphere that encourages the expression of all viewpoints, allowing both obvious and latent issues to be brought into the open.

- Seek representation from the entire community, including the elderly, economically disadvantaged, persons with disabilities, and the census-identified environmental justice areas of Kings County.

- Work with local non-profit organizations, advocacy groups, and public agencies that provide assistance to minority, persons of limited means, and LEP persons to educate and inform them regarding transportation processes.

- Use the SSTAC as a forum to address transit needs for traditionally underserved persons.

- Hold citizen meetings at convenient times and places that are accessible to transit riders and people with disabilities, and will be scheduled at times that are convenient for members of the public to attend.

- Hold presentations for transportation planning projects to schools, non-profit and community organizations, public agencies, etc.

- Use surveys, exhibits, and other visualization techniques to convey transportation related information.

- Avoid complex terminology and technical terms to help the general public clearly understand what transportation planning is and how they can become involved in the process.

- Provide non-English language translation at meetings or for written documents when necessary or upon request.

- Provide a notice that if a person needs special assistance to participate in the meeting, including auxiliary aids, translation requests, or other accommodations, or to access the agenda and documents in the agenda packet, that they can contact the KCAG office by the Friday prior to the meeting.

- Provide a notice that agenda backup information and public records provided to the Commission after the posting of the agenda is available for public review at the KCAG office.

- Post important public documents such as the RTP, Unmet Needs Public Hearing Notices, and special planning studies on the KCAG website ([www.kingsco.gov](http://www.kingsco.gov)).
• Advertise public meetings at additional venues (libraries, senior centers, schools, shopping areas, etc.) and through KCAG’s email and website.

• Attend already existing community meetings and events, such as school meetings, fairs/festivals, and other community activities in order to invite participation from minority, low-income, and LEP populations who may not normally attend KCAG’s public meetings or public events.

• KCAG will provide Spanish translation of its website content through Google Translator.

• Issue public hearing notices in English and Spanish for transportation projects.

• Issue news releases regarding important transportation processes and accomplishments in English and Spanish.

• Use the TAC, through the Tachi Yokut Tribe’s representative, as a forum to keep the Tribe informed of transportation issues both significant to the Tribe and to the County as a whole.

• Conduct formal consultation with the Tachi Yokut Tribe Council at least once a year to determine if Tribal transportation issues are being adequately addressed.
Limited English Proficiency Plan

The Language Assistance Plan that KCAG will utilize is based on the U.S. Department of Transportation Limited English Proficiency (LEP) Guidance. The LEP Plan has been prepared to address KCAG’s responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English proficiency language skills. This plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations, which state that no persons shall be subjected to discrimination on the basis of race, color, or national origin.

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency*, was issued to clarify Title VI of the Civil Rights Act of 1964 with the purpose to ensure accessibility to programs and services to eligible persons who are not proficient in the English language. This executive order indicates that differing treatment based upon a person’s inability to speak, read, write, or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all federal agencies and as a condition of receiving federal financial assistance, recipients have to comply with Title VI and LEP guidelines of the federal agency from which funds are provided. Federal financial assistance includes grants, training, use of equipment, donations of surplus property, and other assistance. Recipients range from state and local agencies, to non-profits and other organizations. Title VI covers a recipient’s entire program or activity.

KCAG is the MPO for Kings County and has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by KCAG. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available. KCAG’s Limited English Proficiency Plan, in its entirety may also be viewed online at www.kingscoq.org.

In order to prepare this plan, an assessment to identify LEP individuals who need assistance must be made. KCAG undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a TCAG activity or service.

2. The frequency with which LEP individuals come in contact with KCAG programs, activities, or services.

3. The nature and importance of the programs, activities, or services provided by KCAG to the LEP population.

4. The resources available to KCAG and overall costs to provide LEP assistance.

The following analysis may be helpful in determining if KCAG communicates effectively with LEP persons and will be informative of language access planning.
A. Four-Factor Analysis

**Factor 1. The number and proportion of LEP persons served or encountered in the Eligible Service Population**

Understanding the needs of the community begins with identifying the number of LEP persons eligible to be served, likely to be served, or likely to be encountered by KCAG through its programs, services, or activities. The currently available U.S. Census data was used to determine the geographic boundaries of KCAG’s service area and identify LEP populations within that area. A review of the 2008-2012 U.S. Census Bureau American Community Survey (ACS) revealed that 139,163 individuals live within Kings County. KCAG looked at the ACS data for people who speak English “less than very well” as limited English proficient persons. The survey revealed that 59,002 persons (42.40%) older than 5 years old speak a language other than English. In addition, the survey revealed that 26,710 persons (19.19% of the total population) have limited English proficiency; meaning, they speak English less than “very well”. After reviewing the data in the ACS, it appears that a high concentration of LEP persons live in the cities of Avenal, Corcoran, and within rural areas of Kings County.

As demonstrated in Table 1, Spanish is the one language that falls outside of the Safe Harbor Provision of over 5% or 1,000 individuals (whichever is less) of the total population within the service area, with regards to the written translation requirements of written documents. The number of Spanish speaking persons is far above the Safe Harbor threshold, which is strong evidence that translation of documents by KCAG is a vital practice.

**Factor 2. The frequency with which LEP individuals come into contact with programs, activities, and services**

KCAG staff routinely contacts citizen, business, commercial organizations, and the Tribal Council Chairman of the local Native American tribe for input into specific planning items. KCAG’s website includes meeting agendas and meeting minutes, planning and programming documents, and other information that the public can access to assist in the planning process. KCAG also has an adopted Public Participation Plan outlining various outreach activities required to meet the federal planning process. KCAG’s prior experience with limited English proficiency persons has been primarily with Spanish-speaking individuals during outreach efforts for the long-range transportation plan and during the Unmet Transit Needs process that occurs annually. KCAG has contracted with private consultants for each update of its long-range transportation plan to gather input from LEP, minority households, limited means households, ADA individuals, and elderly residents. Outreach meetings have been helpful in providing insight into the needs and concerns of residents who often do not participate in regional government or transportation planning processes. Material, including written and online surveys, is translated into the language or languages recommended by the community group, which is predominantly Spanish in Kings County.

During the annual Unmet Transit Needs process, KCAG works to ensure all segments of the population, including LEP persons, have the opportunity to be involved. Flyers, emails, notices on a website and in local newspapers, and news releases are published in both English and Spanish to local news radio and television stations. KCAG holds a public hearing over a period of two months to provide outreach and receive input from the county’s residents with regard to transit systems and services. KCAG will also conduct several public meetings through the SSTAC to provide outreach to LEP, persons of limited means, ADA, and elderly groups with regard to the transit systems services available within Kings County. KCAG will also provide translation services as requested by LEP persons.
Table 1 – Languages Spoken in the Kings Region

<table>
<thead>
<tr>
<th>Language</th>
<th>Estimate</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population (5 years and older)</td>
<td>139,163</td>
<td>100.00%</td>
</tr>
<tr>
<td>Speak only English</td>
<td>80,161</td>
<td>57.60%</td>
</tr>
<tr>
<td>Language other than English</td>
<td>59,002</td>
<td>42.40%</td>
</tr>
<tr>
<td>Speak English less than “very well”</td>
<td>26,710</td>
<td>19.19%</td>
</tr>
<tr>
<td>Spanish</td>
<td>24,305</td>
<td>17.47%</td>
</tr>
<tr>
<td>Italian</td>
<td>10</td>
<td>0.01</td>
</tr>
<tr>
<td>Portuguese</td>
<td>454</td>
<td>0.33</td>
</tr>
<tr>
<td>German</td>
<td>30</td>
<td>0.02</td>
</tr>
<tr>
<td>Other West Germanic</td>
<td>5</td>
<td>0.01</td>
</tr>
<tr>
<td>Russian</td>
<td>21</td>
<td>0.01</td>
</tr>
<tr>
<td>Polish</td>
<td>40</td>
<td>0.03</td>
</tr>
<tr>
<td>Armenian</td>
<td>5</td>
<td>0.01</td>
</tr>
<tr>
<td>Persian</td>
<td>5</td>
<td>0.01</td>
</tr>
<tr>
<td>Gujarati</td>
<td>5</td>
<td>0.01</td>
</tr>
<tr>
<td>Other Indic</td>
<td>56</td>
<td>0.04</td>
</tr>
<tr>
<td>Chinese</td>
<td>223</td>
<td>0.16</td>
</tr>
<tr>
<td>Japanese</td>
<td>112</td>
<td>0.08</td>
</tr>
<tr>
<td>Korean</td>
<td>35</td>
<td>0.02</td>
</tr>
<tr>
<td>Mon-Khmer, Cambodian</td>
<td>3</td>
<td>0.01</td>
</tr>
<tr>
<td>Hmong</td>
<td>38</td>
<td>0.03</td>
</tr>
<tr>
<td>Thai</td>
<td>15</td>
<td>0.01</td>
</tr>
<tr>
<td>Laotian</td>
<td>13</td>
<td>0.01</td>
</tr>
<tr>
<td>Vietnamese</td>
<td>115</td>
<td>0.08</td>
</tr>
<tr>
<td>Other Asian</td>
<td>7</td>
<td>0.01</td>
</tr>
<tr>
<td>Tagalog</td>
<td>868</td>
<td>0.62</td>
</tr>
<tr>
<td>Other Pacific Island</td>
<td>28</td>
<td>0.02</td>
</tr>
<tr>
<td>Arabic</td>
<td>315</td>
<td>0.23</td>
</tr>
<tr>
<td>African</td>
<td>2</td>
<td>0.01</td>
</tr>
</tbody>
</table>

Source: U.S. Census Bureau, 2008-2012 American Community Survey

Factor 3. Importance of programs, activities, and services to LEP population

KCAG engages and administers a variety of programs, activities, and services of importance to LEP persons in general that are long-term in nature. Some programs KCAG administers have a larger reach, such as the updates to the RTP and the annual Unmet Transit Needs process. Community-based organizations in Kings County are contacted and asked to assist in the distribution of surveys in English and Spanish in order to determine how people in the county are using the current transportation systems and the long-term transportation needs of the communities. Translation services at the public outreach meetings held throughout the county are vital to gather input on the preparation of the RTP and other processes.

The Unmet Transit Needs process provides a valuable service to the transit-dependent individuals within the county by providing outreach opportunities to riders to voice their concerns regarding KCAG services, transit systems, and other information. The transit-dependent include LEP persons, persons with disabilities, the elderly, and persons of limited means. The KCAG transportation board reviews unmet needs and policies, and ensures
that an agency’s transit routes, hours and days of service, and other service parameters are responsive to the needs of these populations, which generally include requests to provide transit to educational facilities, medical appointments, and places of employment. KCAG works with the Kings County Area Public Transit Agency (KCAPTA) to administer the Kings Area Rural Transit (KART) bus system carried out under contract with a private firm to provide fixed route, demand-response, and commuter services. Both KCAG and KCAPTA must continue to seek out and define transportation needs. It is vital that the KART system remain proactive to transit patron’s needs, allowing both input and feedback for future transit service adjustments. KART provides transit service between Kings County urban and rural communities, and fixed route services from Hanford to communities within the adjoining counties of Tulare, Fresno and Kern. Service is provided to Visalia in Tulare County and to Laton and Selma in Fresno County, including service to medical facilities in Fresno. However, there are no reciprocal services provided by other transit operators in other counties to Kings County communities.

KCAG also works with City of Corcoran Transit to define transportation needs for the community. Corcoran Area Transit (CAT) provides demand response transit service to its community with connection to Hanford via KART, and provides a multimodal station for Amtrak service. CAT’s demand response serves the general public, including local school children. KCAG administers the TDA funding for both the Corcoran and KART transit systems, in addition to various FTA program funds available to them, which directly impacts the services available to the LEP population.

Factor 4. Resources available to KCAG and overall cost to provide LEP assistance

KCAG provides non-English language translation at public meetings when necessary or upon requests to allow LEP persons to participate in the core planning, investment policies, and transportation planning processes. KCAG works with the local jurisdictions and local advocacy groups representing LEP persons to determine their language needs and concerns for planning purposes.

When necessary, KCAG will contract with a professional interpreter service. The unit cost for interpreter services is approximately $100 per hour. KCAG will resource and reduce administrative costs by reasonable business practices and the sharing of language assistance materials and services among and between recipients and advocacy groups. For example, KCAPTA staff provided translation of transit surveys for KART ridership in Spanish at no cost, as well as interpretation of the long-range transportation planning process to LEP persons at various KCAG-sponsored outreach meetings. KCAG also engages relevant community organizations, such as the Valley Latino Environmental Advancement Project (LEAP), an advocacy group for Latinos, immigrants and youth engaged to achieve environmental sustainable justice while improving community health, to provide important transportation planning processes or to gather input from Spanish speaking groups. KCAG currently has no staff members who can translate to non-English language.

B. Language Assistance Measures

KCAG uses a number of techniques and practices to provide productive opportunities for all interested Kings County residents to participate in the dialogue that informs important decisions, regardless of language barriers:

- Provide notification of translation services on the monthly agenda that if translation services are needed, to contact the KCAG office by the Friday prior to the scheduled
meeting to allow access to the agenda and documents in the agenda packet to LEP persons.

- Post important documents, such as the Regional Transportation Plan (RTP), Unmet Needs public hearing information, and special transportation studies, on the KCAG website.

- KCAG will provide Spanish translation of its website content through Google Translator.

- KCAG will utilize Google Translator for planning documents to provide translated materials to LEP populations.

- Provide professional interpreter service for non-English translation at meetings or to explain key documents such as brochures, fact sheets, and important planning documents when necessary or upon request.

- Flyers for major community workshops and similar meetings include instructions on how to request translation services.

- Use maps, charts, photographs, and other visualization techniques to convey transportation related information.

- Avoid complex terminology and technical terms to help tailor the presentation in a way that is appropriate when addressing the general public and LEP persons.

- Tailor public participation activities to reflect the unique LEP population with a respective community.

- Advertise public hearing notices in English and Spanish in newspapers of general circulation.

- Advertise news releases with non-English language media outlets (radio and television stations) to place articles or public service announcements about KCAG’s projects or to announce participation opportunities.

- Develop relationships with local social service organizations and public agencies that provide services to LEP persons and seek opportunities to provide information about KCAG transportation planning projects.

- Disseminate notices through partnerships with community-based and interest organizations.

- Post notices of Unmet Needs public hearings on all transit buses and at the multi-modal stations in English and Spanish.

- Make regular reports to KCAG’s ongoing committees such as the SSTAC.

C. Notification to LEP or Low Literacy Persons

The public must be informed of their rights under Title VI and the language assistance available from KCAG. This will be done in several ways, including:
• Notifications posted in KCAG’s reception area and meeting rooms. Notice of the public’s Title VI rights (in English and Spanish) will also be placed in the KCAG office reception and meeting rooms.

• Notification posted on the KCAG website; any person or agency with internet access will be able to access and download the KCAG LEP Plan.

• Flyers for major community workshops and similar meetings include instructions on how to request translation services.

• Routine use of language on printed or electronic announcements for public workshops on key planning efforts that alert interested individuals on how to request translation services.

• Alternatively, any person or agency may request a copy of the LEP Plan via telephone, mail, or email and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which KCAG will provide, if feasible.

D. Maintenance and Monitoring of the LEP Plan

KCAG will monitor and evaluate the LEP Plan as follows:

• The LEP Plan will be assigned to KCAG’s Title VI Coordinator, who will ensure compliance and correct implementation.

• KCAG will monitor requests for translation and adjust practices to meet demand while maintaining a basic level of access by LEP populations to key programs and documents.

• KCAG will determine whether the need for translation services has changed.

• KCAG will determine whether its financial resources are sufficient to fund language assistance resources needed.

• KCAG will communicate with LEP individuals by including questions about language assistance and information needs on any community surveys.

• KCAG will conduct ad-hoc outreach with LEP groups.

• KCAG’s LEP Plan will be updated periodically as needed.

• KCAG will maintain on-going communication with organizations serving LEP populations.

• KCAG will hold conversations with key contacts that work with LEPs.

• KCAG will track language assistance efforts, including:
  o reporting front-line staff’s interactions with LEP;
  o documenting the number of LEP persons encountered annually;
  o documenting how the needs of LEP persons have been addressed;
  o determining whether complaints have been received concerning the agency’s failure to meet the needs of LEP individuals; and
  o maintaining a Title VI complaint log, including LEP to determine issues and basis of complaints.

E. Staff LEP Training

The following training procedure will be implemented by the KCAG Title VI Coordinator:
1. Staff will be trained on Title VI procedures and LEP responsibilities.
2. Staff will be informed of the language assistance services offered to the public by KCAG.
3. Staff will be trained on who to contact when professional interpreter services are required.
4. Staff will receive training on how to handle a potential Title VI/LEP complaint.
5. Staff will receive training on how to document language assistance requests.
Minority Representation on Non-Elected Transit Advisory Committees

A. Social Service Transportation Advisory Council

KCAG has two non-elected transit advisory councils. As required by TDA provisions, the Social Service Transportation Advisory Council (SSTAC) was established to provide broad representation of social service and transit providers representing the elderly, the disabled, and persons of limited means. Table 2 indicates the racial breakdown of the 2014 membership of the SSTAC compared to the total population of Kings County.

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>White</td>
</tr>
<tr>
<td>Male</td>
<td>56.3%</td>
</tr>
<tr>
<td>Female</td>
<td>43.7%</td>
</tr>
</tbody>
</table>

Table 2 - Social Service Transportation Advisory Council

As indicated in the PPP and the LEP Plan, KCAG reaches out to minorities, disabled individuals, the elderly, persons of limited means, and LEP persons in its recruiting efforts. TDA requires that the SSTAC be composed of a wide range of individuals. Members of the SSTAC are appointed by the RTPA or the Kings County Board of Supervisors. Each member serves a three-year term and participates annually in identifying transit needs, review and recommend action to the KCAG Transportation Policy Committee (TPC) on transit needs, and advise the RTPA on any other major transit issues, including the coordination and consolidation of specialized transportation services and identification of transit needs within the communities. KCAG annually solicits SSTAC participation from interested individuals who seek to improve transit service within Kings County. Historically, Avenal, Corcoran, Kettleman City, Lemoore, Stratford, and the Santa Rosa Rancheria have had limited or no representation on the council. Nevertheless, increased efforts will continue to be made to secure representatives from underrepresented areas in order to better serve the transit needs of the entire county.

B. KCAG Technical Advisory Committee

The KCAG Technical Advisory Committee (TAC) has the authority and primary responsibility to conduct technical reviews and analyses regarding all work activities of KCAG’S OWP and Budget and to advise the KCAG TPC on appropriate actions to taken. The TAC is composed of KCAG staff, county and city public works and planning directors, city managers, county administrative officer, and ex-officio non-voting members from Caltrans District 6 staff, a Kings County Area Public Transit Agency representative, a Lemoore Naval Air Station representative, a San Joaquin Valley Air Pollution Control District, a County Environmental Health Representative, and a Santa Rosa Rancheria Tribe Tachi Yokut representative. Table 3 indicates the racial breakdown of the 2014 membership of the TAC.
Table 3 - Technical Advisory Committee

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
<th>No.</th>
<th>Percent of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>White</td>
<td>14</td>
<td>88%</td>
</tr>
<tr>
<td>Female</td>
<td>African American</td>
<td>2</td>
<td>12%</td>
</tr>
<tr>
<td></td>
<td>Native American</td>
<td>11</td>
<td>69%</td>
</tr>
<tr>
<td></td>
<td>Asian American</td>
<td>1</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Hispanic</td>
<td>3</td>
<td>19%</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>1</td>
<td>6%</td>
</tr>
</tbody>
</table>

Minority Representation on Elected Transit Advisory Committees

A. KCAG Commission

The KCAG Commission is responsible for all actions, agreements, and functions carried out by the Kings County Association of Governments. An Executive Director is hired by the KCAG Commission to administer the day-to-day operations and direct KCAG staff. The KCAG Commission is comprised of several subcommittees: the Transportation Policy Committee, a Technical Advisory Committee, a Social Service Transportation Advisory Council. The Commission is composed of two members from the County and one member from each of the four cities. Table 4 indicates the racial breakdown of the 2015 membership of the KCAG Commission.

Table 4 - KCAG Commission

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
<th>No.</th>
<th>Percent of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>White</td>
<td>5</td>
<td>83%</td>
</tr>
<tr>
<td>Female</td>
<td>African American</td>
<td>1</td>
<td>17%</td>
</tr>
<tr>
<td></td>
<td>Native American</td>
<td>5</td>
<td>83%</td>
</tr>
<tr>
<td></td>
<td>Asian American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Hispanic</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>1</td>
<td>17%</td>
</tr>
</tbody>
</table>

B. KCAG Transportation Policy Committee

The KCAG Transportation Policy Committee (TPC) has the authority and primary responsibility to conduct informed reviews regarding all work activities of the Overall Work Program and Budget and to decide on appropriate actions to be taken. The TPC is comprised of two subcommittees: the Technical Advisory Committee and the Social Service Transportation Advisory Council. The Transportation Policy Committee is composed of one member from each of the cities, two members from the County, and a Caltrans Director (ex-officio non-voting member). Table 5 indicates the racial breakdown of the 2015 membership of the Transportation Policy Committee.

Table 5 - KCAG Transportation Policy Committee

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
<th>No.</th>
<th>Percent of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>White</td>
<td>6</td>
<td>86%</td>
</tr>
<tr>
<td>Female</td>
<td>African American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Native American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Asian American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Hispanic</td>
<td>1</td>
<td>14%</td>
</tr>
</tbody>
</table>
C. Abandoned Vehicle Abatement Service Authority

The KCAG Commission also serves as the Board of Directors of the Kings County Abandoned Vehicle Abatement Service Authority (KCAVASA). The responsibilities of the Board of Directors are to manage the financial affairs of the Authority, review and approve quarterly claims for reimbursement, submit annual reports to the California Highway Patrol, and disburse funds to claimants. Table 6 indicates the racial breakdown of the 2014 membership of the Kings County Abandoned Vehicle Abatement Service Authority.

Table 6 - Abandoned Vehicle Abatement Service Authority

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnicity</th>
<th>No.</th>
<th>Percent of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>White</td>
<td>4</td>
<td>80%</td>
</tr>
<tr>
<td>Female</td>
<td>African American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Native American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Asian American</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Hispanic</td>
<td>1</td>
<td>20%</td>
</tr>
</tbody>
</table>
Requirements For Metropolitan Planning Organizations

This section describes procedures unique to KCAG’s role as a metropolitan transportation planning organization regarding compliance with the Department of Transportation’s Title VI regulations.

A. Demographic Profile of the Metropolitan Area

The metropolitan planning area for KCAG is the County of Kings and includes the cities of Hanford, Lemoore, Corcoran, and Avenal. Table 7 depicts the population estimates for the member jurisdictions and unincorporated areas of the county. Table 8 depicts the population estimates for different races and ethnicities in Kings County. Statistics on LEP populations in the Kings Region can be found in the LEP Plan included on page 23. Locations of aggregate minority populations can be viewed in Map 1.

Table 7 - KCAG Member Agency Populations¹

<table>
<thead>
<tr>
<th>Member Agency</th>
<th>Census 2010 Population</th>
<th>Census 2013 Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avenal</td>
<td>15,283</td>
<td>14,176</td>
</tr>
<tr>
<td>Corcoran</td>
<td>24,404</td>
<td>23,320</td>
</tr>
<tr>
<td>Hanford</td>
<td>54,137</td>
<td>54,686</td>
</tr>
<tr>
<td>Lemoore</td>
<td>24,550</td>
<td>24,973</td>
</tr>
<tr>
<td>Unincorporated Areas</td>
<td>34,043</td>
<td>33,805</td>
</tr>
</tbody>
</table>

Hispanic/Latino (of any race) Population Concentrations

Within the Kings Region, 50.9 percent of the population identified themselves as Hispanic or Latino, the largest racial/ethnic group in Kings County. In the communities of Avenal and Corcoran, a majority of residents identified themselves as Hispanic or Latino (82.5% and 62.6%, respectively).

White Population Concentrations

Within Kings Region, 35.5 percent of the population was classified as White, the second largest single racial/ethnic group in Kings County. The highest concentration of White population is located in the City of Hanford (42.6 percent).

Black/African American Population Concentrations

Within the Kings Region, only 6.6 percent of the population identified themselves as Black or African American. The highest concentration of Black/African American population is located in the city of Corcoran.

Table 8 - Demographic Profile of Kings County

<table>
<thead>
<tr>
<th>Subject</th>
<th>Kings County</th>
<th>Percentage of Total Community</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Estimate</td>
<td>Percent</td>
</tr>
<tr>
<td><strong>Total Population</strong></td>
<td>151,982</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Ethnicity</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hispanic or Latino</td>
<td>77,382</td>
<td>50.9%</td>
</tr>
<tr>
<td>Not Hispanic or Latino</td>
<td>74,600</td>
<td>49.1%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td><strong>Race</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White</td>
<td>131,272</td>
<td>86.4%</td>
</tr>
<tr>
<td>Black/African American</td>
<td>9,978</td>
<td>6.6%</td>
</tr>
<tr>
<td>American Indian/Alaskan Native</td>
<td>1,229</td>
<td>0.8%</td>
</tr>
<tr>
<td>Asian</td>
<td>5,395</td>
<td>3.5%</td>
</tr>
<tr>
<td>Native Hawaiian/Other</td>
<td>278</td>
<td>0.2%</td>
</tr>
<tr>
<td>Some other race</td>
<td>380</td>
<td>0.3%</td>
</tr>
<tr>
<td>Two or more races</td>
<td>3,450</td>
<td>2.2%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>Poverty</td>
<td></td>
<td>39.1% 28.0% 18.3% 16.0% 20.7%</td>
</tr>
</tbody>
</table>

American Indian/Alaskan Native Population Concentrations

Within the Kings Region, only .8 percent of the population was American Indian or Alaskan Native. Although the Santa Rosa Rancheria with the Tachi Yokut population is located in the County, the highest concentration of American Indian/Alaskan Native population is located in the city of Corcoran (1.1 percent).

Asian and Native Hawaiian or Other Pacific Islander Concentrations

Within the Kings Region, only 3.5 percent of the population was Asian and .2 percent was either Native Hawaiian or other Pacific Islander origin.

---


Some Other Race or Two or More Races Concentrations

The concentrations for Other Race or combination of Two or More Races range between .2 and 3.9 percent within the Kings Region.

Population Concentrations of Poverty

Approximately 20 percent of those residing in Kings County live below the poverty level. The lowest percentage of individuals in poverty is in Lemoore (16.0%) while the highest concentration is in the city of Avenal (39.1%).

Map 1 – Demographic Map of Kings County Region by Census Tract
B. Identification and Consideration of Mobility Needs of Minority Populations within KCAG’s Planning Process

1. Identification of Mobility Needs of Minority Populations within KCAG’s Planning Process

KCAG regularly collects and analyzes demographic information to help plan for a more accessible regional transportation system. KCAG prepared an environmental justice analysis as part of the 2014 RTP process, identifying and mitigating human environment and adverse impacts that transportation projects may have. KCAG can better identify opportunities to improve transportation accessibility for disadvantaged populations.

2. Consideration of Mobility Needs of Minority Populations within KCAG’s Planning Process

KCAG ensures that members of minority communities are provided with opportunities to engage in the transportation planning process in the following ways:

- KCAG reacts promptly to questions and concerns, including those that address minority populations.
- KCAG holds meetings outside of regular business hours as demand arises, and when the subject matter warrants a more accessible meeting time.
- KCAG considers additional outreach at events with higher concentrations of Spanish speakers as demand arises. For example, in the development of the 2014 RTP, surveys and other meeting materials were translated into Spanish. In addition, KCAG conducted Spanish-only workshops in minority cities providing translation services in addition to Spanish-written handouts to encourage the number of Spanish speakers who participated in the process.
- KCAG has translated the following documents into Spanish and are available online:
  - Title VI Public Notice
  - Title VI Complaint Procedures
  - Title VI Complaint Form
- KCAG is adding accessibility features to its website (www.kingscog.org), as part of the OWP process.
- KCAG provides special accommodations (transportation, language interpretation, etc.) upon request.
- KCAG provides sufficient public notice for public comment periods and meetings as required, so individuals, including minorities, have enough time to review draft documents and/or plan to attend KCAG meetings.

KCAG is responsible for various transportation planning processes. The mobility needs of the minority populations are identified during the Unmet Transit Needs public hearing process. The public hearing takes place every year, and an extensive outreach effort is undertaken to contact the elderly, disabled persons, minorities, persons of limited means, and the LEP populations in an effort to determine what unmet transit needs exist within Kings County. The meeting is noticed by flyers and in newspapers of general
circulation in English and Spanish, with translation services available upon request for materials and/or at the public hearing. Unmet transit needs are submitted verbally at the public hearing, by telephone, email, or written letters mailed to KCAG's office.

In addition to the outreach and transportation planning involved with the Transit Development Plan (TDP) update, which serves as the strategy for transit planning for the county’s transit providers, Kings Area Rural Transit (KART) and Corcoran Area Transit (CAT), a transit marketing strategy for the KART and CAT systems will be developed to target groups for ridership and build outreach techniques to increase farebox revenue and provide improved performance to meet the mobility needs identified within the county. These subject groups will include minorities, the elderly, disabled, LEP, and persons of limited means who rely upon public transit as their primary means of transportation and mobility.

KCAG’s Human Services Transportation Coordination Plan (HSTCP) will also be updated with the TDP to identify current social service providers within the county and their programs in order to provide coordination of transit services for the elderly, disabled, and persons of limited means, which may also impact minorities and LEP persons.

C. Analysis of KCAG’s Transportation System Investments

Table 9 lists all of the transportation funding that KCAG approves (funds received and funds directed) for public transportation and non-motorized transportation in the Kings region.

<table>
<thead>
<tr>
<th>FUNDS</th>
<th>Expenditures FY 2013/2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>*</td>
<td>FTA Section 5303</td>
</tr>
<tr>
<td>*</td>
<td>FTA Section 5304</td>
</tr>
<tr>
<td>+</td>
<td>FTA Section 5307 (Operating)</td>
</tr>
<tr>
<td>**</td>
<td>FTA Section 5310</td>
</tr>
<tr>
<td></td>
<td>FTA Section 5311</td>
</tr>
<tr>
<td></td>
<td>Planning, Programming, and Monitoring</td>
</tr>
<tr>
<td></td>
<td>State Transit Assistance</td>
</tr>
<tr>
<td></td>
<td>Local Transportation Fund</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
</tr>
</tbody>
</table>

* Denotes KCAG receives funding directly
+ Denotes programmed amounts
** Contingent upon FTA approval 2015

KCAG receives FTA Sections 5303 and 5304 funds directly, and these funds are for public transportation planning in the region; therefore, all of the minority populations shown in the demographic map (Map 1, above) stand to benefit from these FTA-funded planning efforts. Moreover, the emphasis of these funds is to provide improvements in transit service and transportation projects for the general public and traditionally underrepresented and underserved populations such as the elderly, disabled, low income, and minority groups of Kings County. As a result, there are no identifiable disparate impacts to the distribution of State and Federal funds for public transportation purposes. The demographic map also indicates minorities are dispersed throughout the county; they reside in all cities and unincorporated areas of the county. With the minority populations evenly distributed
throughout the region, there are no significant or disparate impacts on the basis of race, color, or national origin.

D. Requirements for Program Administration

1. Procedures for Pass-Through Funds and Demonstration of Non-Discriminatory Manner

KCAG, as primary recipient of FTA “pass-through” funds (FTA 5307/5339), will program the funds into the Transportation Improvement Plan (TIP) and create a priority list of projects and project phases to be carried out in each year of the four-year period after the initial adoption of the TIP. A second phase is a financial plan that demonstrates how the TIP can be implemented. The financial plan is also required to indicate all public and private resources and financing techniques that are expected to be used to carry out the plan.

Environmental Justice (EJ) is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. It is the identification and assessment of adverse effects of programs, policies, or activities on minority and low-income population groups. For KCAG’s purposes, environmental justice refers to equity in the distribution of benefits and costs arising from transportation policies, programs, and projects included in the Regional Transportation Plan (RTP) and the Federal Transportation Improvement Program (FTIP).

For the 2014 RTP Update and 2015 FTIP, the environmental justice impacts analyzed included: human health and safety, economic development, society and culture, and natural environment. The projects and programs included in the RTP and FTIP were found to not have a disproportionately adverse affect on the low-income or minority populations of Kings County. In response to Title VI and Environmental Justice requirements, KCAG has placed an increased emphasis on reaching out to and soliciting input from the historically underserved populations in Kings County (i.e. low-income, minority, Native American, elderly, and persons with disabilities).

KCAG adopted a Public Participation Program (PPP) in FY 2007-08, to include practices of environmental justice. KCAG updated the program in 2011 and made additional technical changes in February 2014. The PPP includes enhanced outreach approaches to Environmental Justice populations to meet state and federal principles and to eliminate participation barriers to active participation in these populations. The PPP is included in Appendix G.

At the time of this writing, the 2015 FTIP includes currently programmed investments of more than $38 million. More than $15 million or 40% of those funds are for projects that directly benefit our environmental justice populations. This is a 4% increase over the 2013 FTIP. Other projects identified in the FTIP also benefit our environmental justice population while they benefit the remaining population of Kings County. These mutually beneficial projects include traffic flow improvements and increased access to public agencies and private commercial facilities. The project types included in the $15 million are for transit expansions and operations or for roadway and safety improvements in areas with a concentrated environmental justice community. In addition to the federally funded safety improvements, local agencies are pursuing state funded safety improvements that are not included in the FTIP. KCAG’s analysis demonstrates that the investments included in the 2015 FTIP and 2014 RTP will not have a disproportionately adverse impact on minority or low-income communities. In addition, none of the
individual projects included in the 2015 FTIP or the 2014 RTP would create significant negative impacts in the environmental justice communities.

2. **Record of Funding Requests to Provide Assistance to Predominantly Minority Populations (PMP)**

The Kings region has census tracts that consist predominantly of minority populations. KCAG will log funding requests for projects that are concentrated within Predominantly Minority Populations (PMP) when applicable.

### Table 10 – Record of Funding Requests for PMPs

<table>
<thead>
<tr>
<th>Date of Request</th>
<th>Applicant</th>
<th>FTA Program</th>
<th>Amount Requested</th>
<th>Amount Directed toward a PMP</th>
<th>Project Description</th>
<th>Accepted or Rejected</th>
<th>Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
</tr>
</tbody>
</table>

3. **Description of KCAG’s Competitive Selection Process for Public Transportation Funding**

Most public transportation investments are directed toward the cities of Hanford, Corcoran, Avenal, the County, and the subarea of Hanford-Armona, where the majority of minority populations is concentrated. In addition, KCAG conducts an annual transit needs assessment (TDA) to determine if there are unmet transit needs in the region. TDA findings inform the use of FTA funds for transit operators. Whenever FTA funding becomes available, KCAG announces the opportunity for public transportation funding to the region’s transit providers, including Native American Tribes and social service transportation providers. KCAG solicits participation and nominates individuals involved with local human services agencies, non-profit community based organizations, and other local stakeholders for membership on the Social Services Transportation Advisory Council (SSTAC).

4. **Description of KCAG’s Criteria for Selecting Entities to Participate in a FTA Grant Program**

FTA defines eligibility criteria for its programs. To date, KCAG has recommended all of the proposed FTA project applications it has received.

KCAG does not discriminate on the basis of race, color, or national origin against residents who wish to participate on non-elected or other advisory committees. KCAG solicits participation and nominates individuals who use transit and those involved with local human services agencies, non-profit community based organizations, and other local stakeholders.