

# MID-REGION COUNCIL OF GOVERNMENTS

## TITLE VI PROGRAM



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## **EXECUTIVE SUMMARY**

The purpose of this submission is to present the Title VI Program of the Mid Region Council of Governments (MRMPO/RTPO), a current recipient of Federal Transit Administration (FTA) financial assistance. This program was developed to guide the MRMPO/RTPO's administration, and management of Title VI related activities as specified in Federal Transit Administration (FTA) Circular 4702.1.B. Pursuant to FTA Circular 4702.1B reporting requirements, this Title VI Program will be effective through 2025. This submission hereby assures that the MRMPO/RTPO has not had a Title VI compliance review for previous funding received from another federal agency. Further, the MRMPO/RTPO has not applied to any other federal agency for funding.

## **I. Nondiscrimination Statement of Policy**

### **Title VI Policy Statement**

The Mid-Region Council of Governments provides the following notification to the public that it complies with Title VI and informs members of the public of the protections against discrimination afforded to them by the Civil Rights Act of 1964:

*The Mid-Region Council of Governments (MRMPO/RTPO) is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. Mid-Region Council of Governments assures that no person shall, on the grounds of race, color, national origin, gender, age, or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any Mid-Region Council of Governments program, activity or service. To obtain more information on our nondiscrimination obligations or to file a Title VI complaint, contact Claudia Patricia Merlo at 809 Copper Avenue NW, Albuquerque, New Mexico 87102, or [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov).*

*El Consejo de Gobiernos de la Región Media (MRMPO / RTPO) está comprometido con el cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, 49 CFR, parte 2, y todas las regulaciones y directivas relacionadas. El Consejo de Gobiernos de la Región Media asegura que ninguna persona por motivos de raza, color, origen nacional, género, edad o discapacidad será excluida de participar en, negársele los beneficios o ser objeto de discriminación en cualquier programa o actividad que este bajo cualquier programa, actividad o servicio del Consejo de Gobiernos de la Región Media. Para obtener más información sobre nuestras obligaciones de no discriminación o para presentar una queja de Título VI, comuníquese con Claudia Patricia Merlo en 809 Copper Avenue NW, Albuquerque, New Mexico 87102 o [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov).*

Prohibited discrimination may be intentional or unintentional. Seemingly neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, national origin, sex, disability, or age include: Denial to an individual of any service, financial aid, or other benefits; Distinctions in the quantity, quality, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

### **Environmental Justice/Limited English Proficiency Policy Statement**

Mid-Region Council of Governments is also committed to ensuring that every effort will be made to prevent the discrimination of low-income and minority populations due to any impact of its programs or activities in accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and in Low-Income Populations.

In addition, the Mid-Region Council of Governments also assures that every effort will be made to provide meaningful access to persons with Limited English Proficiency, in accordance with Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency.

### **Definition of Federal Financial Assistance and Recipients Affected**

Federal financial assistance is defined as any Federal dollars that are assigned to the MRMPO/RTPO to support any program and activity by way of grant, loan, or contract other than a contract of insurance or guaranty.

### **Specific Forms of Discrimination Prohibited**

Mid-Region Council of Government's efforts to prevent discrimination must address, but are not limited to:

- The denial of services, financial aid, or other benefits provided under a program.
- Distinctions in the quality, quantity, or manner in which the benefit is provided.
- Segregation or separation in any part of the program.
- Restriction in the enjoyment of any advantages, privileges, or other benefits provided to others.
- Different standards or requirements for participation.
- Methods of administration that directly or indirectly or through contractual relationships would defeat or impair the accomplishment of effective nondiscrimination.
- Discrimination in any activities related to a highway, infrastructure, or facility built or repaired in whole or in part with Federal funds.
- Discrimination in any employment resulting from a program, the primary purpose of which is to provide employment.

### **Mid Region Council of Governments Programs and Services Covered by Title VI**

Mid-Region Council of Governments Title VI Plan applies to all MRMPO/RTPO programs, activities, and services, regardless of funding source. Some sections deal with specific requirements (e.g., FTA funded programs).

### **Authorities**

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination based on race, color, and national origin);
2. Federal-Aid Highway Act of 1973 (23 U.S.C. §324 *et seq.*) (prohibits discrimination based on sex);
3. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination based on age);
4. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 *et seq.*) as amended (prohibits discrimination based on disability);
5. Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101 *et seq.*), (prohibits discrimination based on disability)
6. The Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended, 42 U.S.C. § 4601
7. The National Environmental Policy Act of 1969, 42 U.S.C. § 4321;
8. 49 C.F.R. Part 21 (entitled *Nondiscrimination In Federally-Assisted Programs Of The Department of Transportation-Effectuation of Title VI Of The Civil Rights Act of 1964*);
9. 49 C.F.R. Part 27 (entitled *Nondiscrimination based on Disability In Programs Or Activities Receiving Federal Financial Assistance*);
10. 49 C.F.R. Part 28 (entitled *Enforcement Of Nondiscrimination based on Handicap In Program Or Activities Conducted By The Department Of Transportation*);
11. 49 C.F.R. Part 37 (entitled *Transportation Services For Individuals With Disabilities (ADA)*);
12. 23 C.F.R. Part 200 (FHWA's Title VI/Nondiscrimination Regulation);

13. 28 C.F.R. Part 35 (entitled *Discrimination based on Disability In State And Local Government Services*);
14. 28 C.F.R. Part 50.3 (DOJ Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964).

  
Signed by Chief Administrative Officer or Designee

April 13, 2023  
Date

## II. Title VI and Environmental Justice – The Public Participation Plan (PPP)

The Public Participation Plan establishes the procedures to enhance public involvement in the provision of transit services among beneficiaries of the MRMPO/RTPO's services, including but not limited to low-income and minority individuals as well as those with limited English proficiency.

The MRMPO/RTPO offers early and continuous opportunities for public involvement in identifying the social, economic, and environmental impacts of transit services. The depth of the MRMPO/RTPO's public participation plan is well demonstrated by the variety of information and materials developed and disseminated as a part of MRMPO/RTPO's community outreach effort and is found in Appendix A.

### Federal Regulations

In accordance with Federal Transit Administration (FTA) Title VI Circular 4702.1B, Promoting Inclusive Public Participation, the MRMPO/RTPO's public participation plan offers early and continuous opportunities for the public to be involved in the identification of social, economic, and environmental impacts of transit services. Regarding public participation, grant recipients must comply with several requirements to demonstrate compliance.

### Planning Regulations

Federal Highway Administration (FHWA) and FTA joint regulation for planning assistance and standards, codified as 23 CFR 450 and 49 CFR 613, respectively, formulates a robust process for providing citizens, public agencies, public transportation employees, freight shippers, private transportation providers, users of public transportation, pedestrian walkways, and bicycle facilities with reasonable opportunities to be involved in the metropolitan transportation planning process. To this end, the MRMPO/RTPO's planning area is also served by the designated Metropolitan Planning Organizations (MPO): the Mid-Region Metropolitan Planning Organization (MRMPO), responsible for surface transportation planning in the Albuquerque Metropolitan Planning Area (AMPA).

The MPO is responsible for developing a long-range transportation plan and short-term Transportation Improvement Program (TIP) for their defined area. The RTPO is responsible for developing the Long-Range Transportation Plan for areas outside of the Albuquerque Metropolitan Planning Area. The RTPO provides recommendations for prioritizing transportation projects through the Regional Transportation Improvement Program Recommendation (RTIPR). As such, the MRMPO/RTPO projects are publicly vetted in a wide variety of venues through the public participation processes associated with the MPO to ensure a continuing, cooperative and comprehensive planning process.

This submission has an additive value in defining public participation requirements necessary to encourage active and meaningful public involvement in reviewing and commenting on policies and provisions affecting transit services.

The MRMPO/RTPO Public Participation Plan (PPP) describes how our organization communicates and distributes information to the public and how the public can interact and provide comments to our organization. The needs of those traditionally underserved by the existing system will be sought and considered by the MRMPO/RTPO. The MRMPO/RTPO's public participation plan aims to support proactive, inclusive public involvement at all planning and project development stages. The performance standards for proactive public involvement include early and continuous involvement; reasonable public availability of vital information with meaningful access; collaborative input on alternatives, evaluation criteria, and mitigation needs; open public meetings in accessible locations; and open access to the decision-making process.

To achieve these objectives, the MRMPO/RTPO will:

- Ensure that the public is actively involved in the development of transit services;
- Provide community outreach efforts to ensure meaningful public involvement; and
- Employ a wide variety of outreach techniques in a myriad of venues to convey vital information throughout the MRMPO/RTPO's planning area.

Through its public involvement efforts, the MRMPO/RTPO will strive to achieve the following Title VI and Environmental Justice (EJ) goals:

- Avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic impacts, on minority populations and low-income populations.
- Ensure full and fair participation by all potentially affected communities in the transportation decision-making process.
- Prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Title VI states that no person shall, on the ground of race, color, or national origin, be excluded from participation in, denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The MRMPO/RTPO will ensure that the input and feedback from all people will be considered in the development of MRMPO/RTPO planning documents and activities.

Environmental justice concerns and goals should be considered throughout all public engagement efforts, from project planning through construction and operation. This includes public outreach conducted during transportation planning and during the environmental reviews required by the National Environmental Policy Act (NEPA).

The following actions related to Environmental Justice and Title VI are meant to reduce the barriers for participation in the decision-making process by low-income, minority, or disabled individuals.

1. When possible, public meetings will be held in locations that are convenient to low- and moderate-income neighborhoods and accessible to disabled populations. Such locations include community centers, senior centers, and schools. Where possible, members of

our organization will meet at the locations of businesses, neighborhood groups, stakeholders, and other agencies.

2. Upon request, all of our organization's work products and documents will be made available in alternative formats, including Braille, large type, and languages other than English.
3. The following statement will be included in all of our organization's documents: The MRMPO/RTPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats by contacting our organization: (505) 247-1750. The following statement will be included in all meeting announcements: *Anyone requiring special accommodations must notify the MRCOG office at 505-247-1750 at least seven days prior to the meeting.*
4. Agencies and organizations that represent low income, minority and disabled populations will be identified and included in our organization's mailings. Our staff will maintain an active listing of contacts for these organizations.
5. Our organization will evaluate Environmental Justice actions and Title VI requirements on an annual basis to ensure effectiveness of public involvement. This document will be reviewed and updated in conjunction with the Public Participation Plan.

#### Communication and Notification to the Public

All members of the public are ensured protections against discrimination which are afforded to them by Title VI. To ensure open communication with the public, the MRCOG will adhere to the following requirements:

- The MRCOG will disseminate agenda and public meeting information to members of the public via accessible printed and electronic media, including postings on the MRCOG website and in the Albuquerque Journal. Documents and agendas will be available at the MRCOG office, 809 Copper Avenue NW 87102, and at other locations identified in the Public Participation Plan (see Appendix A for the PPP).
- Public notices of MRCOG meetings will be posted at the location of the meeting site.
- MRCOG will include to appropriate documents a statement that the organization complies with Title VI by assuring that no person shall, on the grounds of race, color, national origin, gender, age, or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any MRCOG program, activity, or service.

Section VI of this plan describes the procedures on how members of the public can request additional information regarding the MRCOG Title VI obligation. This section also identifies the procedures to be followed by members of the public to file a discrimination complaint against the MRCOG.

### **III. Title VI and Environment Justice – Mid-Region Council of Governments Planning Requirements**

The MRMPO/RTPO is responsible for ensuring Title VI compliance for the following planning activities:

#### Data Collection

Census and other statistical data will be collected by the MRMPO/RTPO as a means of identifying low income and minority populations within the Mid-Region planning area. The data will be maintained for the purpose of planning projects and programs that serve various population groups. The data collection process will be reviewed regularly to ensure sufficiency in meeting Title VI requirements.

- MRMPO/RTPO Actions
  - Collect, maintain, and update databases of low income and minority concentrations within the Mid-Region planning area
  - Utilize the data when developing plans and studies
  - Develop demographic profile maps to help identify neighborhoods with high concentrations of low income and minority populations
  - Use these maps in various planning documents

#### Unified Planning Work Program

The MRMPO/RTPO Unified Planning Work Program (UPWP) is the annual list of projects and activities that are expected to be completed by staff and the governing and advisory committees for the MRCOG. In this document, the MRMPO/RTPO will identify projects, studies, and other activities that will provide more transportation options to disadvantaged populations.

- MRMPO/RTPO Actions
  - Identify planning activities that will encourage involvement by all populations
  - Analyze the benefits and impacts that planning studies might have on low income and minority populations
  - Create maps highlighting socio-economic groups and their geographical relationship to jobs, housing, and transportation options for all modes

#### Transportation Improvement Program

The Transportation Improvement Program (TIP) is the short-term program of projects that are expected to be designed, engineered, and constructed within the next four years. Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population.

- MRMPO Actions
  - Work with the entities to identify transportation projects that serve areas of the MRMPO with low income and minority populations
  - Provide opportunity for all populations to provide input into project identification

#### Statewide Transportation Improvement Program / Regional Transportation Improvement Program Recommendations

The Statewide Transportation Improvement Program (STIP) is a short-term program of projects that are expected to be designed, engineered, and constructed within the next four years. The Regional Transportation Improvement Program Recommendations (RTIPR) is the ranked list of projects that RTPOs recommend being funded through the STIP. Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population.

- MRRTPO Actions
  - Through the RTIPR process, work with the entities to identify transportation projects that serve areas of the MRRTPO with low-income and minority populations

- Through the RTIPR process, provide opportunity for all populations to provide input into project identification

### Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is the long range, comprehensive plan that identifies the projects, programs, and policies needed in the next 20 years to meet the transportation needs of this area. Using various data collected by the Mid-Region Metropolitan Planning Organization, the MTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have.

- MRMPO Actions
  - Develop demographic profile maps that project growth in disadvantaged populations over at least a 20-year planning horizon
  - Give all populations opportunity to provide input into project identification
  - Assess the effects that future land use decisions and transportation projects might have on the neighborhoods, the environment, and the economy
  - Ensure that the benefits and impacts of future transportation systems are equally distributed among all areas of the MRMPO

### Regional Transportation Plan

The Regional Transportation Plan (RTP) is the long range, comprehensive plan that identifies the projects, programs, and policies needed in the next 20 years to meet the transportation needs of this area. Using various data collected by the Mid-Region Council of Governments the RTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have.

- MRRTPO Actions
  - Develop demographic profile maps that project growth in disadvantaged populations over at least a 20-year planning horizon
  - Give all populations opportunity to provide input into project identification
  - Assess the effects that future land use decisions and transportation projects might have on the neighborhoods, the environment, and the economy
  - Ensure that the benefits and impacts of future transportation systems are equally distributed among all areas of the MRRTPO

### Transit Planning

- MRMPO Actions
  - Using demographic profile maps, ensure that transit routes and stops fully serve those neighborhoods with high concentrations of low income and minority populations.
  - Work with Rio Metro Regional Transit District and ABQ Ride to identify necessary changes to routes
  - Ensure bus stop locations are fully accessible for all users, both at the site and in the vicinity
- MRRTPO Actions
  - Initiate and coordinate long-range regional transportation planning with other local, regional, and statewide planning initiatives. Collaborate with NMDOT and other partners to identify and document current and future transportation needs, plans, and projects for inclusion in the MRRTPO Long-Range Regional Transportation Plan (RTP).

- Conduct and/or participate in corridor studies, transportation-related subarea plans, and regional and local multi-modal and intermodal planning activities, including comprehensive plans, transportation plans, safety plans, freight plans, transit plans, trail plans, bike plans, etc.

#### **IV. Organization/Staff Responsibilities**

##### Organizational Overview:

The Mid-Region Council of Governments (MRCOG) is a regional planning organization that develops policies and makes decisions about transportation planning in the greater Albuquerque region of New Mexico. It is a forum for cities, towns, villages, tribal governments, counties, transit agencies, and state agencies to address common regional issues.

MRCOG includes several organizational divisions such as the Mid-Region Metropolitan Planning Organization, Mid-Region Rural Transportation Planning Organization, Workforce Development-Central Region, Water Resources Management, Local Planning Assistance, and Economic Development-District 3. Several of these programs have their own governing bodies. In addition, MRCOG administratively houses the Rio Metro Regional Transit District under agreement with that district to provide staff, payroll services, office space, and other administrative functions (See Appendix D for the Organizational Chart).

MRCOG is designated under federal regulations as the Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA) which is a Transportation Management Area (TMA) as well. In addition, under state law MRCOG is designated as the Rural Transportation Planning Organization (RTPO) for Tarrant County, portions of Sandoval County and the southwest corner of Santa Fe County that includes the Town of Edgewood. Work tasks and responsibilities with respect to transportation planning are detailed in the Unified Planning Work Program for the MPO and the Regional Work Program for the RTPO.

##### Governance, Boards, and Committees

MRCOG is governed by the MRCOG Board of Directors. The Board is composed of locally elected officials. Member agencies may select senior staff members to serve as alternates.

The Mid-Region Metropolitan Planning Organization (MRMPO) is governed by the Metropolitan Transportation Board (MTB) which is composed of elected officials and agency representatives from within the Albuquerque Metropolitan Planning Area as well as representatives from the New Mexico Department of Transportation. Membership, officers and voting procedures are in accordance with the Bylaws adopted by the MTB. Standing and ad hoc committees provide the MTB with guidance on matters related to funding, congestion management, bicycle and pedestrian issues, intelligent transportation systems, freight, roadway access management, and other specific matters related to transportation planning.

The Mid-Region Rural Transportation Planning Organization (MRRTPO) is governed by the RTPO Committee which is also composed of elected officials and agency representatives from within the rural planning area as well as the New Mexico Department of Transportation. Membership, officers and voting procedures are in accordance with the Bylaws adopted by the RTPO Committee.

##### Title VI Coordinator Responsibilities:

The Title VI Coordinator is responsible for the development and implementation of the Title VI plan. The Coordinator must also ensure that all entities of the MRMPO/RTPO are compliant with

Title VI requirements. The Title VI Coordinator is also responsible for:

- Submitting a Title VI plan and updates when there are changes in procedure, organizational structure, or complaints, to the NMDOT Title VI Coordinator. Submitting a Title VI plan every three years and an annual update to the NMDOT Title VI Coordinator. The annual updates should include, but are not limited to, any changes in procedure and organizational structure. If there are no changes, correspondence should be submitted stating there are no changes. All Title VI complaints should be reported to the NMDOT Title VI Coordinator as they occur, as well as in the annual report. Annual updates are due by October 1.
- Developing procedures for receiving, processing, investigating and reporting Title VI complaints.
- Maintaining a Title VI complaint log so that three years of complaints are documented.
- Developing procedures for the collection and analysis of statistical data.
- Developing a program to conduct Title VI reviews or program areas.
- Conducting annual assessments of identified Title VI program areas.
- Developing Title VI information for dissemination.
- Establishing procedures for resolving deficiency status and reducing to writing the remedial action agreed to be necessary.

## **V. Primary Program Area & Review Procedures**

The Mid-Region Council of Governments engages in the following program areas:

### Program Area 1: Communications and Public Involvement

The Communications & Public Involvement Program Area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to the Planning & Programming and Transit Grant Administration Program Areas. It has been treated as a separate program area for the purposes of clarity, and corresponding to agency organization. See Appendix A for the agency's adopted *Public Participation Procedures*. The goal of MRCOG's communications and public involvement program is to ensure early and continuous public notification about, and participation in, major actions and decisions by MRCOG. In seeking public comment and review, MRCOG makes a concerted effort to reach all segments of the population, including people from minority and low-income communities, and organizations representing these and other protected classes. As stated in the adopted *Public Participation Procedures*, "explicit consideration is given to all comments received by MRCOG staff."

### Operational Guidelines

- MRCOG's *Public Participation Procedures*
- MRCOG's Improving Access for People with Limited English Proficiency Principles of MRCOG's Communications & Public Participation Program
- It is essential that the public participation process is open and accessible to everyone.
- Major public policy decisions may have significant impacts on various individuals and/or groups of people.
- Professionals should solicit and consider ideas and alternatives from all interested members of the public.
- Decisions should be based on consideration of all input, ideas and comments.
- The decision-making process should be open, objective, and consider all viewpoints.
- Staff will ensure that all relevant information necessary for an informed decision is

consider in the development of any recommendation.

- Whenever possible staff should communicate directly with an organization or group rather than just the group's representative.
- Public notices should be clear, concise and convey all relevant information in a timely manner and should be disseminated using a variety of communication methods.

#### Elements of MRCOG's Communications & Public Participation Program

- Website – MRCOG maintains an extensive website [www.mrcog-nm.gov](http://www.mrcog-nm.gov), which is updated almost daily. The site includes information on agency's responsibilities, programs, publications, press releases; contact information for all MRCOG staff; a search function; the Title VI Plan, complaint procedures, and complaint form; and a comment form so visitors may comment directly to MRCOG on any subject. There is also a Public Participation page to encourage people to participate by signing up to receive the agency's *TravelTimes* newsletter, attending meetings, requesting a speaker, or contacting the Information Center for copies of plans, reports, or other information.
- Information Center (front desk) – MRCOG offices are open five days per week. MRCOG staff will provide documents for public review and copies for dissemination (some with a fee to cover photocopy costs). Every document that MRCOG produces contains contact information for that product. MRCOG staff routinely answers questions and responds to requests for information from residents, businesses, and agency staff from cities, tribal governments, towns, villages, and organizations throughout New Mexico.
- Publications – Each year, MRCOG issues a multitude of publications, reports, and maps as part of the agency's work program, and responds to and processes a large number of data requests. The information is used by planning and public works departments throughout the region, and can be accessed through the website and at MRCOG offices.
- Press releases – Press releases are routinely sent to several media contacts, including local print reporters, television stations and radio stations throughout Central New Mexico. These include several Spanish-language media outlets. All press releases include the abbreviated Title VI Notice to the public and contact information for agency staff.
- Meetings open to the public – All MRCOG board and committee meetings are open to the public (except for topics meeting the closed session criteria of the Open Meetings Act). Time for public comment is allowed at all meetings. Meeting dates and times are posted at least 72 hours in advance on the agency's website and in the *TravelTimes* newsletter. All meeting agendas contain the following statement "Anyone requiring special accommodations is requested to notify the MRCOG at 505-247-1750 or email [the meeting contact] seven days prior to the meeting."
- Opportunities for public comment – MRCOG routinely provides opportunities for public comment, and continues to work to find new and innovative ways to solicit public comments and involve all segments of the population in New Mexico's Mid-Region. Comments are accepted by phone, fax, email, U.S. mail, and in person. Postage paid comment forms are provided at major public meetings and upon request. MRCOG responds to all comments received. See the *Public Participation Procedures* attached as Appendix A for details.
- Staff is accessible – Staff is accessible in person, on the phone, by mail, by fax, by email, or by online comment forms. Contact information for all staff is provided on the agency's website.
- Mailings – MRCOG routinely uses direct mail and/or email to keep the public informed of the agency's programs, public comment periods, meetings, and publications.
- Events – Events such as workshops, open houses, and forums are held as needed.

### Contacts Database, *TravelTimes*, and *Regional Planning Newsletter*

MRCOG maintains a comprehensive mailing list that is used to keep the public informed of the agency and its ongoing activities. *TravelTimes*, the MRCOG's monthly newsletter, is distributed to households, organizations, citizen groups, neighborhood associations, and businesses throughout the Mid-Region of New Mexico. The newsletter contains news about current transportation planning events, national news and links, opportunities for participation in the transportation planning process and notices of upcoming meetings and workshops.

MRRTPO also maintains a newsletter, the *Regional Planning Newsletter*, to showcase projects, share programs, and distribute resources to aid in local planning activities for the communities participating in the MRRTPO. The newsletter includes important and relevant RTPO content.

### Opportunities for Public Comments

MRCOG routinely offers four different ways for people to comment on activities, programs, and decisions made at the agency, as follows:

- Comments are accepted at any time – Comments are accepted via an online comment form, by phone, fax, email, U.S. mail, and in person at any board or committee meeting. Contact information for all staff is provided on the agency website. MRCOG's address and front desk telephone and fax number is included in every publication produced by MRCOG. MRCOG responds to all comments appropriately.
- Citizen comments at agency meetings – All MRCOG board and committee meetings are open to the public (except for topics meeting the closed session criteria of the Open Meetings Act). MRCOG generally holds at least 50 of these meetings per year. The meeting dates are posted at least 72 hours in advance on the agency's web site, and in the monthly *TravelTimes* or *Regional Planning* newsletters. Time for public comments is included on meeting agendas. No advance notice is required to speak during the public comment period at any meeting. Public comments and responses made during these times are kept on record in the official meeting summaries. All of the boards and committees maintain mailing lists; anyone can request to be added to a board or committee mailing list. MRCOG uses voluntary attendance forms at agency meetings open to the public to collect statistical data on meeting attendees to meet federal guidance designed to help track representation of all segments of the population.

Formal public comment periods for major activities – Formal public comment and review periods are used to solicit comments on major planning and programming activities, such as, for example, the proposed distribution of funds, major amendments to the Transportation Improvement Program (TIP), changes to important MRCOG policies (such as the *Public Participation Procedures*), and major updates to the Metropolitan Transportation Plan (MTP). Generally, all documents for public review and comment are posted on the website and may be obtained at MRCOG office. The comment period is highlighted in the *TravelTimes* newsletter, in other agency publications, and on the home page of the website, and press releases are distributed throughout the region. Comments can be made in person at any MRCOG meeting, using a comment form on the agency's website, by email, by U.S. mail, fax, or telephone. MRCOG responds to all comments as deemed appropriate and forwards comments to other agencies for their response when appropriate. All comments received throughout the comment period are distributed, with the comment response, to the appropriate board or committee and are reviewed and considered prior to action.

Public Hearings – MRCOG holds public hearings during major updates to the region's

adopted Metropolitan Transportation Plan (MTP, the Transportation Improvement Program (TIP), and the *Public Participation Procedures*. Please refer to MRCOG's *Public Participation Procedures* (Appendix A) for further information, including how the term "major updates" is applied.

## Program Area 2: Planning & Programming

MRCOG is responsible for developing long-range and short-range transportation plans to provide efficient transportation services to the Mid-Region of New Mexico. A comprehensive transportation planning process is used, which entails the monitoring and collection of data related to transportation issues. MRCOG coordinates with NMDOT, cities, counties, tribal governments, and transportation providers, seeks public involvement, and provides technical support when needed. [Refer to "Program Area 1: Communications & Public Involvement" for a description of how interaction with the public is handled.]

### **Operational Guidelines:**

Primary guidance is provided by:

- Federal Regulations 23 CFR 450
- MRCOG Articles of Agreement
- By-Laws of the Metropolitan Transportation Board
- Bylaws of the Mid-Region RTP
- Memorandum of Agreement Between the New Mexico Department of Transportation and the Mid-Region Council of Governments, Metropolitan Planning Organization (Master Agreement)
- Federal transportation acts such as SAFETEA-LU or adopted federal regulations
- State and Federal Clean Air Acts and Amendments

### **Key Planning and Programming Activities**

The MRMPPO branch of MRCOG is mandated by state and federal law to maintain the Metropolitan Transportation Plan (MTP), the region's adopted, long-range plan, and the Transportation Improvement Program (TIP), a six-year program of federally funded and regionally significant projects in the region. The MRRTPO maintains long-range plans for rural areas and the Rural Transportation Improvement Program Recommendation (RTIPR). MRCOG conducts and supports numerous state and federal planning, compliance, and certification programs, which enable counties, cities, tribal governments, transit agencies, and NMDOT to obtain state and federal funding. MRCOG also develops and advances a comprehensive economic development strategy, which is integrated with regional land use and transportation planning. The agency provides forecasts of population, housing, economic, and transportation trends that provide the basis for addressing current issues and exploring future needs and options that could benefit the region. MRCOG serves as a center for the collection, analysis, and dissemination of information vital to residents and governments in the region. The Articles of the Agreement of the MRCOG establishes the agency's transportation, database, forum, and technical assistance responsibilities. The agreement highlights the following functions:

- Fulfill MPO responsibilities for the Albuquerque Metropolitan Planning Area, develop a regional transportation plan, review and approve expenditures of federal transportation funds, and identify short-range transportation system development needs and financial strategies.
- Fulfill RTP requirements prescribed by state law for portions of counties outside the

AMPA; ensure that regional transportation and land-use plans are integrated; and ensure that state, regional, and local transportation plans are consistent.

- Maintain the MTP as the region's adopted transportation strategy, and prepare multicounty planning policies for the region.
- Develop and maintain a regional database, and forecast and monitor economic, demographic, and travel conditions in the region as the foundation for local and regional planning.
- Provide technical assistance to local governments, to state and federal governments, and to business and community organizations.
- Provide a forum for the discussion of emerging regional issues.

### Major Programs of MRCOG

• **Metropolitan Transportation Plan (MTP)** -- Provide the long-range regional investment strategies to implement transit, roadway, and freight mobility; and non-motorized transportation; with consideration for the environment and air quality. Address full-cost planning, major investment studies, and discussions regarding how to finance transportation improvements.

• **Long Range Rural Transportation Planning** - Develop long range regional investment strategies for all modes of transportation in the MRCOG area outside the Albuquerque Metropolitan Planning Area.

• **Transportation Improvement Program (TIP)** – Maintain a TIP that incorporates all projects using federal funds, including funds managed by MRCOG and the state and all regionally significant projects, regardless of funding source; conduct ongoing analyses related to plan consistency, air quality, and financing; and provide training and assistance to agencies in the region. The TIP is incorporated without change into the Statewide Transportation Improvement Program (STIP).

• **Rural Transportation Improvement Program Recommendation (RTIPR)** - Develop an RTIPR which recommends to NMDOT a list of projects to receive funding. The RTIPR is developed in conjunction with NMDOT's development of the STIP.

• **Congestion Management Process (CMP)** – Develop the Congestion Management Process required by federal transportation law to monitor existing transportation system performance problems and identify potential solutions to guide decisions on use of federal transportation funds.

• **Intelligent Transportation Systems (ITS)** – Maintain the Regional ITS Architecture, develop GIS strategies to track ITS investments and deployments, and coordinate ITS activities in order to maximize the investments being made.

• **Policy, Plan, and Project Review** – Ensure that local, regional, and state planning efforts are compatible and mutually reinforcing, and work with local governments, tribal governments, countywide growth management planning groups, and state agencies in the review of policies, plans, and projects for consistency with state and regional planning goals.

• **Technical Services and Regional System Data** – Provide demographic, economic, travel, traffic count data, and geographic data to member jurisdictions, other agencies, businesses, and the public; assist in planning activities of member jurisdictions; collect, analyze, maintain, and improve data; and identify, monitor, and forecast trends.

• **Public Participation** – Develop and provide information materials on agency activities and services. Assist agency staff in reaching out to, involving, and meeting the needs of MRCOG members, other agencies, businesses, community organizations, and the public.

• **Unified Planning Work Program (UPWP)** - Develop a document which describes the work tasks to be completed in the one- or two-year period and how federal funds will be

utilized for transportation planning purposes

- **RTPO Work Program** - Develop a similar document to the UPWP which applies to the rural planning area.

## **VI. Title VI Complaint Procedures**

The MRMPO/RTPO specifies the procedures for investigating and tracking Title VI complaints filed with the Mid-Region Council of Governments. Below are the complaint procedures as posted on the MRMPO/RTPO website ([www.MRCOG-nm.gov](http://www.MRCOG-nm.gov)) and which are also available upon request.

The Mid Region Council of Governments is committed to ensuring that all residents have equal access to all transportation services. It is further the intent of the Mid Region Council of Governments that all residents are aware of their rights to such access. Any person believing he or she has been excluded from, denied participation in, denied the benefits of, or otherwise has been subjected to discrimination under any transportation service, program or activity (whether Federally-funded or not) due to that person's race, color, national origin, gender age, disability, economic status, or limited English proficiency has the right to file a complaint.

The complaint procedures cover the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Civil Rights Restoration Act of 1973
- Civil Rights Restoration Act of 1987
- Americans with Disabilities Act of 1990
- Executive Order 12898
- Executive Order 13166

An individual, group of individuals or entity may file a formal Title VI complaint. Complaints must be submitted to the NMDOT Title VI Coordinator in writing, signed and dated, within 180 days of the alleged discriminatory act (or latest occurrence). The complaint should include the following information:

- Name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against, to include the location, names and contact information of any witnesses.
- Other information that you deem significant.

The Mid-Region Council of Governments Complaint Form shown in Appendix B is utilized by persons who wish to file a Title VI complaint. The form, complaint procedures, as well as a link to the FTA Civil Rights website, are provided on the agency's website. The complaint should be submitted to the following address:

Claudia Patricia Merlo, Title VI  
Coordinator Mid-Region Council of  
Governments 809 Copper NW  
Albuquerque, NM 87102

The MRMPO/RTPO encourages all complainants to certify mail that is sent through the U.S. Postal Service to ensure that all written correspondence can be tracked easily. An original, signed copy of the complaint must be received by the Title VI Coordinator as soon as possible, but no later than one hundred eighty (180) business days from the alleged date of discrimination.

Title VI complaints must be investigated within 60 days. Investigating a complaint includes interviewing all parties involved and key witnesses. The investigator may also require relevant information. MRMPO/RTPO may specify if there is a particular individual(s) that MRMPO/RTPO should not investigate the complaint due to conflict of interest or other reasons.

Title VI complaints may be forwarded to either NMDOT or FHWA for investigation. If the complaint is forwarded to one of these agencies, *MRMPO/RTPO* will provide the name and contact information for the person handling the Title VI complaint to the complainant.

Federal law prohibits retaliation against individuals because they have filed a discrimination complaint or otherwise participated in a discrimination investigation. Any alleged retaliation should be reported in writing to the investigator.

Title VI complaints may also be filed directly with the following agencies as stated above:

New Mexico Department of Transportation  
Construction and Civil Rights Bureau  
Attn. Title VI Coordinator  
1570 Pacheco St. Suite A-10  
Santa Fe, NM 87505  
Phone: (505) 470-9668

or

Federal Highway Administration, New Mexico  
Attn. Civil Rights Coordinator  
4001 Office Court Dr. Suite 801  
Santa Fe, NM 87507  
Phone: (505) 820-2021

#### What happens to the complaint after it is submitted?

All written complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the MRMPO/RTPO will be directly addressed by the Title VI Coordinator in writing. The MRMPO/RTPO will provide, to the maximum extent feasible, appropriate assistance to complainants, including assistance to those persons with disabilities, or to those who are limited in their ability to communicate in English. Additionally, the MRMPO/RTPO will make every effort to address all complaints in an expeditious and thorough manner as described below.

A Letter Acknowledging Receipt of Complaint will be mailed within seven (7) business days of receipt of the complaint, a representation of which is presented in Appendix B. At this time, the Title VI Coordinator will conduct a preliminary investigation into the complaint through follow up

written interviews with parties involved. Written documentation of the preliminary investigation will be maintained on file in the Title VI Coordinator's office.

The MRMPO/RTPO may request additional information from the complainant in the Letter Acknowledging Receipt of Complaint. A complainant's failure to provide the requested information may result in the administrative closure of the complaint and no further action will be required by the MRMPO/RTPO.

#### How will the complainant be notified of the outcome of the complaint?

The MRMPO/RTPO will send a Written Response to the complainant as to whether the complaint is not substantiated or the complaint is substantiated. The MRMPO/RTPO's Title VI Coordinator will make every effort to send a Written Response to the complainant within ninety (90) business days of receipt of the complaint.

As presented in Exhibit C Written Response - Complaint Not Substantiated, the complainant will be advised of his or her right to 1) appeal within seven (7) business days of receipt of the Written Response and 2) within 180 days of the alleged discrimination, file a complaint externally with the Federal Transit Administration of the U.S. Department of Transportation. The complainant has the right to appeal the Written Response. Appeals in this instance must be submitted to the Title VI Coordinator in writing and must include new information not previously considered in the original complaint. Contingent upon the specifics related to the complaint, appeal investigations may include further findings of fact, a hearing or other appropriate mechanism, which will result in a final written determination rendered, if feasible, within ninety (90) business days of receipt of the appeal request.

In the case where the complaint is substantiated, the Written Response will indicate that remedial efforts are being developed and implemented in order to mitigate disparate treatment. The complainant will be notified in a manner similar to that which is presented in Exhibit # Complaint Substantiated, conceivably within ninety (90) business days of receipt of the appeal request.

The Mid Region Council of Governments (MRMPO/RTPO) hereby confirms that there have not been any Title VI investigations, complaints or lawsuits filed with the MRMPO/RTPO. In the event that Title VI filings do occur, the MRMPO/RTPO is prepared to maintain a list of any active investigations, lawsuits or complaints alleging discrimination on the basis of race, color, or national origin. The list will include the date of the investigation, lawsuit or complaint was filed; a summary of allegation(s); the status of the investigation, lawsuit or complaint; and actions taken by the MRMPO/RTPO in response to the investigation, lawsuit or complaint.

## **VII. Title VI Program Management Procedures**

As a requirement of Title VI, the MRMPO/RTPO continually engages the public in its planning and decision-making processes, as well as its marketing and community outreach activities. Since its inception to the present time, the public routinely has been invited by the MRMPO/RTPO to participate in a wide variety of public outreach activities, including but not limited to:

*Transportation Improvement Plan (TIP)*. The Albuquerque Metropolitan Planning Area (AMPA) TIP is a six-year planning document that encompasses all federally funded or regionally significant transportation projects and programs including those related to federal, state and local highways, transit, ridesharing, bike paths, and pedestrian facilities. All MRMPO/RTPO

federally funded projects are subjected to the TIP process, which includes rigorous vetting through a process comprised of a well-established schedule for public hearings and public comment periods. MRCOG's Metropolitan Transportation Board approves the TIP and all TIP amendments. One of the criteria used to identify projects to receive funds includes how well the project provides access for transportation users identified in the President's Order for Environmental Justice. The sponsors of all projects programmed in the TIP are required to comply with Title VI, the Americans with Disabilities Act and other applicable federal and state laws and regulations.

*FTA Grant Application Process.* As a part of the FTA grant application process, the MRMPO/RTPO makes every attempt to publish its annual Program of Projects (POP) in English and Spanish speaking newsprint which provides another avenue for beneficiary notification and bilingual outreach. This effort also enhances the MRMPO/RTPO's ability to reach out to persons with limited English abilities and therefore, further strengthens the LEP Plan.

*Board Meetings.* The MRMPO/RTPO Board holds monthly meetings of which the public is invited to attend via notices posted on the MRMPO/RTPO's website and published in local newspapers.

*Public Meetings.* When new or revised service is proposed, information is disseminated to the affected users, all revisions are posted on the MRMPO/RTPO's website, notifications are sent to email users, and public meetings, if required, are scheduled in advance. All such revisions require presentations to the MRMPO/RTPO Board for formal adoption, which provides another avenue to inform the public.

*Smart Business Partnership Program.* The MRMPO/RTPO utilizes the Smart Business Partnership Program to reach out to businesses in order to enhance employee participation in MRMPO/RTPO programs and services. This outreach effort is ongoing and widespread throughout the four counties constituting the MRMPO/RTPO's planning area. MRMPO/RTPO staff work with employer coordinators in disseminating information and collecting data about employee commute habits. For this purpose, employee surveys are offered in English and Spanish in order to assist individuals with limited English abilities.

*Information Displays, Booths, Fairs.* Marketing staff regularly schedule opportunities to interact with the general public to provide information about transit services throughout the community. That effort includes the dissemination of schedules and other informational items about transit services, some of which are offered in English and Spanish versions.

*Bilingual Outreach.* As an important element of the MRMPO/RTPO's LEP Plan, MRMPO/RTPO has staff available to readily provide responses in Spanish to transit service inquiries. Many transit schedules include Spanish translations. Bilingual translation assistance is utilized in outreach programs, and if requested, offered during program and public meetings. Notices are provided in both Spanish and English in newsprint, on facilities, and in vehicles. The MRMPO/RTPO takes a comprehensive approach to its bilingual outreach efforts.

### **VIII. Title VI Related Training**

The Mid-Region Council of Governments Title VI Coordinator shall ensure that staff is trained and familiar with MRMPO/RTPO related policies and procedures.

Minorities, women, veterans, individuals with a disability, and other individuals protected by Title VI and federal and state anti-discrimination laws are provided with equal opportunity and fair

treatment in all employment-related decisions, including opportunities for education and training.

Operational Guidelines:

- MRCOG Employee Handbook
- MRCOG Affirmative Action Plan

All MRCOG employees are encouraged to participate in professional development and training. All materials received by the agency on training and education opportunities are made available to all employees, which includes all information on federally funded training, such as courses provided by the National Highway Institute (NHI), the National Transit Institute (NTI), the Transportation Research Board (TRB) and others.

The Human Resources Manager is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the education and training program. NMDOT along with other agencies provide information on training opportunities open to MRCOG staff and subrecipients. They will:

- Assist NMDOT in the distribution of information to MRCOG staff on training programs regarding Title VI and related statutes.
- Ensure equal access to, and participation in, applicable courses for qualified MRCOG employees
- Track staff participation in Title VI, NHI, NTI and TRB courses.

## **IX. Limited English Proficiency (LEP) Plan**

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of national origin discrimination. Any agency receiving federal funds needs to develop a Limited English Proficiency (LEP) Plan.

As specified in 70FR74087, Department of Transportation Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons, an assessment of the need for language assistance is based upon the following four factors:

1. The number or proportion of LEP persons served or encountered by the service
2. The frequency with which LEP individuals come into contact with the service
3. The nature and importance of the program, service or activity
4. The resources available to the recipient and the costs associated with outreach

Any initiative or action to provide meaningful access to LEP persons is grounded on what is necessary and reasonable as a result of this four-factor analysis. The table presented in Appendix C provides the demographic data from the 2013-2017 American Community Survey, table B16001 that serves as the basis for the required four factor analysis.

### **1. Number or Proportion of LEP Individuals**

In the MRMPO's Albuquerque Metro Planning Area, approximately 7.4% of the population over the age of 5, and in the RTPO, 4.6% of the population are individuals with Limited English Proficiency (defined as those who speak English "not well" or "not at all"). The majority of LEP individuals in the AMPA (51,391 out of 61,552 or 83.5%) speak Spanish. Spanish-speakers are the majority of the LEP population in the RTPO Planning Areas as well (67.3% of the LEP population, or 1,004 of 1,492 individuals).

## 2. Frequency of Contact with the Program:

MRCOG uses extensive postal and electronic mailing lists to disseminate information and give notice for public comment opportunities. Both mailing lists include hundreds of community members of Title VI protected groups throughout the region. MRCOG also sends press releases to newspapers that are published by and for Title VI protected groups.

In regular public outreach events, there are LEP persons who interact with MRMPO/RTPO staff. Within the combined MRCOG planning area's recognized LEP population, the following language groups are the largest:

- Spanish: 6.1 percent or 52,395 individuals
- Other and unspecified language: 0.3% or 2,716 individuals
- Vietnamese: 0.25 percent or 2,179 individuals

Based on information above, the population of persons with limited English proficiency MRMPO/RTPO staff are most likely to encounter are Spanish-speaking individuals, and to a lesser extent, speakers of Native North American languages (the "other" category second-most present in the last ACS 5-year survey) or in certain census tract areas, native speakers of Vietnamese.

In addition to an analysis of demographic data, the MRMPO/RTPO staff indicates that Spanish-only speakers on occasion call requesting information. As detailed in the *Summary of Outreach Efforts / Engaging Underserved Populations*, in the instance where one of the MRMPO/RTPO staff members do not have translation capabilities, a well-defined process has been established so that translation services are provided in an equitable way.

## 3. Nature and Importance of LEP Program:

MRCOG routinely assesses the need for providing information in languages other than English. MRCOG also evaluates the effectiveness of all communications and public involvement efforts and makes appropriate adjustments to its communication strategy. MRCOG also keeps a list of potential interpreters in the event that a need for translation services has been identified or requested; this includes interpreters for American Sign Language.

## 4. Resources Available:

A well-integrated LEP Plan is warranted for MRMPO/RTPO, particularly at planning meetings located within LEP-concentrated areas. Due to the long-standing composition of minority and LEP populations throughout the planning area, the MRMPO/RTPO anticipates that it will continue to have sufficient resources available to meet this need.

The MRMPO/MRTPO have translated sections of the Title XI plan into Spanish and have Spanish speaking contact information on the website. Major questionnaires/surveys, such as the MTP Public questionnaire and household travel survey, are available in Spanish. Comment sheets are available at public meetings and community outreach events that have been translated into Spanish as well as some promotional materials for upcoming meetings. Whenever public meetings are advertised, it is stated that people needing special assistance, including translation, can request it in advance of the meeting.

## **X. External Communication (Notification to Public Beneficiaries)**

Title VI information is prominently and publicly displayed in Mid-Region Council of Governments facilities on the agency's website ([www.mrcog-nm.gov](http://www.mrcog-nm.gov)). Such notices specify that the Mid-Region Council of Governments operates a Title VI Program without regard to race, color, or national origin; describe how to request additional information about the Title VI Program; and explain how to file a discrimination complaint.

## **XI. Notice of Rights**

### **Your Rights Against Discrimination Under Title VI of the Civil Rights Act of 1964**

Mid-Region Council of Governments operates its programs and services without regard to race, color, national origin, sex, age, and disability. Anyone who believes they have been excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any MRMPO/RTPO program or activity because of their race, color, national origin, age, sex, or disability may file a discrimination complaint with MRMPO/RTPO or the New Mexico Department of Transportation.

To file a Title VI discrimination complaint, please contact:

Attn: Claudia Patricia Merlo, Title VI Coordinator  
Mid-Region Council of Governments  
809 Copper Ave NW  
Albuquerque, NM 87102



# **FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

## **Appendix A of the FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

The Mid Region Council of Governments (MRMPO/RTPO) (hereafter referred to as the "Recipient") HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration (FHWA), is subject to and will comply with the following:

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

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

### **General Assurances**

In accordance with the Act, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measure necessary to ensure that:

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

### **Specific Assurances**

More specifically and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted programs and activities:

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

*"The Mid Region Council of Governments (MRMPO/RTPO) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

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

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

The *Mid Region Council of Governments (MRMPO/RTPO)* gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under Federal-Aid Highway Program. This ASSURANCE is binding on it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferee, successors in interest and other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

  
 Signed by Chief Administrative Officer or Designee

April 13, 2023  
 Date

## **Appendix B of the FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

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

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time-to-time, (hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of the 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the New Mexico Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the The Mid Region Council of Governments (MRMPO/RTPO) or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's non-compliance with the nondiscrimination provisions of this contract, the *The Mid Region Council of Governments (MRMPO/RTPO)* will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating or suspending the contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the The Mid Region Council of Governments (MRMPO/RTPO) or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the (The Mid Region Council of Governments (MRMPO/RTPO) to enter into any litigation to protect the interests of the The Mid Region Council of Governments (MRMPO/RTPO). In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

**Appendix C of the FHWA Assurances for Title VI and  
Other Nondiscriminatory Statutes  
Covenant Running with the Land Assurance**

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

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the State of New Mexico will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. §2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the State of New Mexico all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

**(Habendum Clause)**

TO HAVE AND TO HOLD said lands and interests therein unto the State of New Mexico and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the State of New Mexico, its successors and assigns.

The State of New Mexico, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over or under such lands hereby conveyed [,] [and]\* (2) that the State of New Mexico will use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department shall have a right to enter or re-enter said lands and facilities on said land, and the above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\* (\*Reverter clause and related language to be used only when it is determined that such clause is necessary in order to Make clear the purposes of Title VI of the Civil Rights Act of 1964.)

## **Appendix D of the FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

### **Clauses for Transfer of Real Property Acquired or Improved Under the Activity, Facility, or Program**

The following clauses shall be included in deeds, licenses, leases, permits, or similar instruments entered into by the State of New Mexico, pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
  - 1. In the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
  
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the State of New Mexico will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) and never been made or issued.\*
  
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the State of New Mexico will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the State of New Mexico and its assigns.\* (\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

## **Appendix E of the FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

### **Clauses for Transfer of Real Property Acquired or Improved Under the Activity, Facility or Program**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the State of New Mexico pursuant to the provisions of Assurance 7(b):

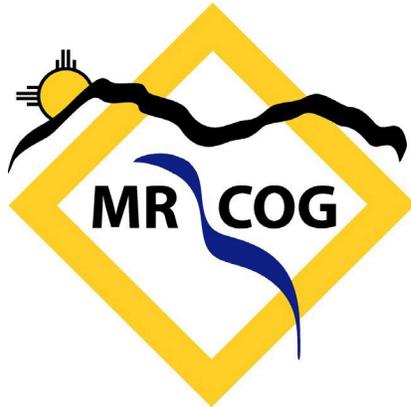
- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, the State of New Mexico will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to the deeds, in the event of breach of any of the above Non-discrimination covenants, the State of New Mexico will there upon revert to and vest in and become the absolute property of the State of New Mexico and its assigns.\* (\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

## **Appendix F of the FHWA Assurances for Title VI and Other Nondiscriminatory Statutes**

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

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252),(prohibits discrimination on the basis of race, color national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaces or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (29 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended,(prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*),(prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the program or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123)(prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your program (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (U.S.C. 1681 *et seq.*)



*Appendix A*  
**MPO Public Participation Plan**



**2023**  
**PUBLIC PARTICIPATION PROCEDURES**





## How to Make a Public Comment

- ✓ **Send by mail to:** MRMPO, 809 Copper Avenue NW, Albuquerque, NM 87102
- ✓ **Email:** [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov)
- ✓ **Call:** (505) 247-1750
- ✓ **Fax:** (505) 247-1753

This document was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors or agency expressed herein do not necessarily reflect those of the U.S. Department of Transportation. Mid-Region Metropolitan Planning Organization and the Mid-Region Council of Governments fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MRCOG Title VI Coordinator at (505) 247-1750-tel. or email [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) or fax (505) 247-1753 or visit our website at [www.mrcog-nm.gov](http://www.mrcog-nm.gov).

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## I. INTRODUCTION

This document establishes the public participation procedures used by the Mid-Region Metropolitan Planning Organization (MRMPO) for developing the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as other planning products for the Albuquerque Metropolitan Planning Area (AMPA). It establishes MRMPO's procedures for outreach and also provides information about how interested parties can participate in the regional long-range transportation planning process. The document provides an overview of the metropolitan transportation planning process (see Appendix A), a description of the outreach methods, strategies, and techniques used by MRMPO, the public participation guidelines MRMPO follows, how MRMPO tracks and evaluates the effectiveness of its outreach methods and public participation goals, and the ways in which the public and stakeholders can participate in the planning process.

The *Public Participation Procedures* (PPP) document has been updated to include new approaches that will be used by MRMPO for outreach purposes going forward. The PPP is guided by an overall approach that favors going to where people are rather than asking them to come to us and ensures that systemic equity is integrated into all efforts. This update emphasizes increasing efforts to reach underrepresented groups, increasing overall engagement, focusing more on gathering feedback rather than presenting information, and updating outreach and engagement methods to reflect current best practices.

Federal requirements for metropolitan transportation planning, including for participation by interested parties, are outlined in the federal surface transportation infrastructure law, the Bipartisan Infrastructure Law (BIL) and codified in Title 23 Part 134 of the Code of Federal Regulations (23 CFR 134). The BIL mandates that the public participation programs of metropolitan planning processes shall include a

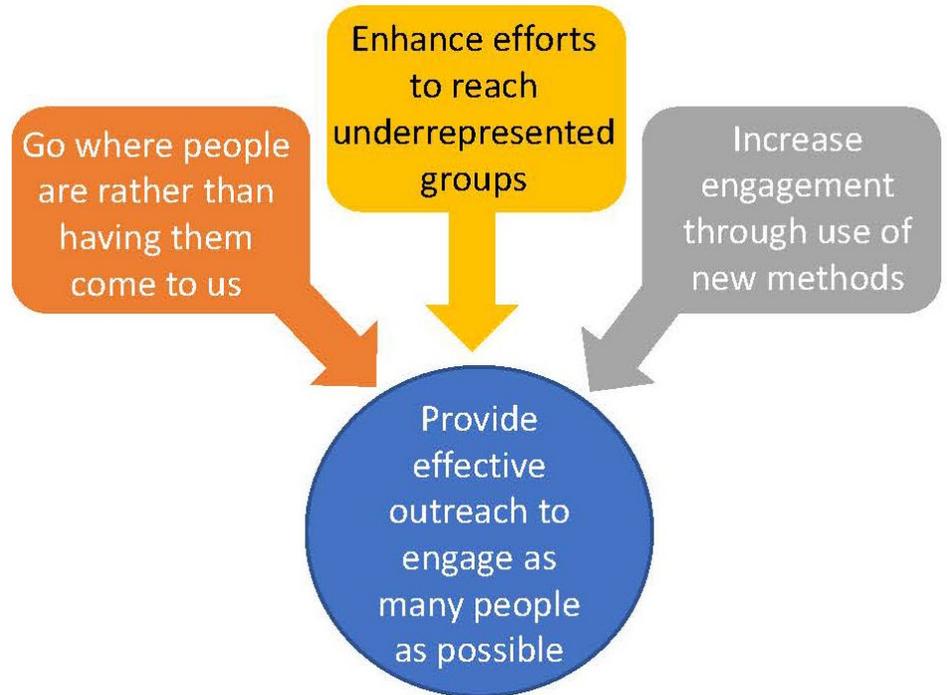
"...proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans and transportation improvement programs (TIPs)" (23 CFR 450.316). Methods and procedures described in the *Public Participation Procedures* document adhere to federal requirements including Title VI. This updated document replaces MRMPO's previous Public Participation Procedures document produced in 2018.



## II. OUTREACH GOALS AND APPROACH

MRMPO has an overarching goal of providing effective outreach to engage as many members of the public and stakeholders as possible. The objectives of MRMPO’s public participation activities are to increase engagement through new methods, to increase efforts to reach underrepresented groups, and to put more effort to going where people are as opposed to having them come to us. MRMPO strives to provide clear and thorough information to the public, to solicit as much feedback and comment from the broadest cross-section of the public possible, and to increase awareness of MRMPO as the coordinating body for the regional long range transportation planning process.

MRMPO’s Overall Outreach Goals and Objectives



Actively listening to participants in the transportation planning process is a priority of the organization. In outreach efforts, MRMPO’s focus has shifted from *presenting* information to *gathering* information, opinions, thoughts and ideas from the public, agency members, and stakeholders, and integrating that feedback where possible. This means making a commitment to meaningful public involvement as a two-way process. The USDOT defines meaningful public involvement as **“a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible.”**<sup>1</sup> This process can and should be utilized at every stage of the public involvement process.

By understanding the demographics of a community and building strong relationships with members from the community, it is more likely that effective outreach can take place. In turn, using this as a foundation can produce results that lead to understanding the wants and needs of community, hearing from a broad representation of the community, understanding the effectiveness of the engagement tools used in that community, and utilizing the input from the community in the planning process.

<sup>1</sup> *Promising Practices for Meaningful Public Involvement in Transportation Decision-making*, U.S. Department of Transportation, 2022.

### III. OUTREACH METHODS AND TOOLS

Many lessons were learned from the most recent MTP update (*Connections 2040*), which was nearing completion during the COVID-19 pandemic. Due to the pandemic, MRMPO had to quickly pivot to more innovative methods of engagement that relied on the use of virtual public outreach. Many of these tools produced such promising results that they have now been adopted as best practices for outreach by practitioners worldwide, and they will remain a permanent part of MRMPO’s public involvement toolbox. MRMPO will continue to use these techniques as well as try new outreach methods and assess their effectiveness and refine approaches as necessary.

MRMPO anticipates:

- making greater use of virtual public engagement
- putting more effort toward attending and presenting at other groups’ and organizations’ meetings
- increasing the visibility and awareness of the MPO and its products by attending community events to distribute information and/or gather feedback
- hosting meetings that are more focused on obtaining feedback rather than providing information
- continuing to use videos and online tools and new technologies to reach a broader audience
- providing summaries of information obtained from outreach activities to let participants know they were heard and how their input was used

**MRMPO Meaningful Public Involvement Tool**



Objectives for outreach and engagement can vary depending on the product or phase of a project, and therefore, so should the methods used. MRMPO’s Spectrum of Community Engagement, shown below, is designed to assist with employing the appropriate outreach tools based on the level of engagement that is intended.

### MRMPO Spectrum of Community Engagement



	<u>INFORM</u>	<u>CONSULT</u>	<u>COLLABORATE</u>
<b>GOAL</b>	Let Public Know about Transportation Planning Efforts	Get Feedback on Transportation Planning	Provide a seat at the table when developing plans
<b>WHEN THE COMMUNITY IS INCORPORATED</b>	At the end of the process when decisions have been made	At the beginning of the process Once a draft is complete	At the beginning, and throughout with follow up regarding how their input is used
<b>ENGAGEMENT TOOLS</b> <i>(virtual tools)</i>	<ul style="list-style-type: none"> <li>• Advertising</li> <li>• Newsletter</li> <li>• Brochures/Flyers</li> <li>• Social Media</li> <li>• Webpages</li> <li>• E-communications</li> <li>• Videos</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys &amp; Polls (in-person or <b>online</b>)</li> <li>• Open Houses (in-person or <b>online</b>)</li> <li>• Key Person Interviews</li> <li>• Public Meetings &amp; Comments</li> <li>• Online Forums</li> </ul>	<ul style="list-style-type: none"> <li>• Focus Groups &amp; Working Groups (in-person or <b>online</b>)</li> <li>• “Pop-up Events” and participatory planning tools that incorporate feedback.</li> <li>• Identify Public Liaisons.</li> <li>• Social media live</li> <li>• Video conferences</li> <li>• Working sessions (in-person or <b>online</b>)</li> </ul>
<b>ROLE OF COMMUNITY</b>	Audience	Advisor	Stakeholder
<b>ROLE OF AGENCY</b>	Decision-makers	Planners	Leaders
<b>ROLE OF EQUITY</b>	Minimal	Targeted	Integrated
<b>ENGAGEMENT TIMELINE</b>	Fast	Specific	Continuous

Source: Adapted from International Association of Public Participation

## **Engagement Tools**

The various engagement tools that may be used throughout outreach are described below:

### **Advertising**

MRMPO informs the public about its public meetings and opportunities for comment, as well as project milestones and outcomes of key meetings. The MRCOG website hosts working drafts of the MTP and TIP as appropriate, and solicits comments from the public and stakeholders on the website via email links. Public meeting notices are published a minimum of 72 hours in advance, with the agenda items or topics for discussion included. Public meeting notices include statements that MRMPO will reasonably accommodate people who may need special accommodations.

MRMPO provides notices on its website and in its newsletter, in the newspaper, and by mail and/or email of opportunities to provide comment on the MTP and TIP.

Other forms of advertising that can be used include: news releases, ads in print, radio, and/or social media, email “blasts,” promoting/advertising at community events, or posting information about the meetings on other organization and member agency websites and social media pages and newsletters.

### **Newsletter and e-communications**

Travel Times is MRMPO’s quarterly electronic newsletter which has over 750 subscribers. MRMPO publishes articles about the work, research, and activities of the MPO. MRMPO also uses the newsletter to keep readers informed of opportunities to get involved and provide input on MPO products. If needed, special mailings can be sent to subscribers and MPO contacts’ email accounts using the same software used to send out newsletters.

### **Brochures/flyers/postcards**

These are used to help succinctly inform the public of what MRMPO does or of any current outreach efforts or special events. These can be mailed or distributed at events or posted/placed in community facilities.

### **Social media**

MRMPO uses social media to engage the public in its planning products and activities and as an additional way to provide continual engagement with the public. Staff keeps an eye on new technologies and internet-based tools as they become available to increase the number of ways people can provide input. This may include online and interactive methods to collect feedback, virtual public involvement advances, etc.

### **Webpages**

MRMPO develops content for the MRCOG website ([www.mrcog-nm.gov](http://www.mrcog-nm.gov)) that includes data, plan documents, other work products, maps, contact information, meeting dates, committee information, opportunities to comment, and more. MRMPO endeavors to post ample and well-curated content to be as useful, transparent, and accountable as possible. The website is a powerful and key tool for MRMPO in disseminating information.

## Surveys/polls

Surveys are developed and distributed by MRMPO to help gather feedback from the public and sometimes targeted stakeholders as well. Surveys are one technique by which people who are less likely to speak up in public meetings can be reached. Surveys are made available online and in hard copy format. They are often offered in Spanish depending on the survey.

Surveys are effective at increasing access to participation. One method that can be used to produce surveys that optimize diverse and equitable engagement is to use the MRMPO Meaningful Public Involvement Tool (see page 4). By understanding the wants and needs of a community, surveys can be designed that help decrease barriers and provide an opportunity for informed participation.

Online surveys are a low-cost approach to gather opinions from a broad cross-section of the population, though care must be taken to ensure that the population responding to the survey matches the population being surveyed as much as possible. If this is not the case, this should be noted.

Polls can be given in virtual meetings to gather feedback on the fly. Results can be compared to other groups that have taken the survey and the entirety of respondents more generally. Results may also be aggregated for all respondents. This has proved a useful way of making public meetings more engaging and ensuring feedback is received by as many participants as possible.

## Public meetings and comments

Public meetings solicit formal public input on issues of regional interest. In accordance with state law, MRMPO publishes notices advertising public meetings in the local newspaper and on its website and may also publicize meetings in other ways. Public meetings can either be in-person, virtual, or offered in a hybrid format where attendees have the option of



participating either way. While hybrid meetings seem to have the most potential to present technical difficulties, they do offer certain benefits such as lowering barriers to participation (such as reaching persons who don't have transportation, may not have childcare, or experience other challenges to participating in person).

Metropolitan Transportation Board (MTB) and Transportation Coordinating Committee (TCC) meetings are always open to the public and allow for public comment. Committee meeting times are listed on the MRCOG website, advertised in the newspaper, and listed in MRMPO's newsletter. They are held at the MRCOG building located at 809 Copper Avenue NW, Albuquerque, New Mexico, 87102 and can also be

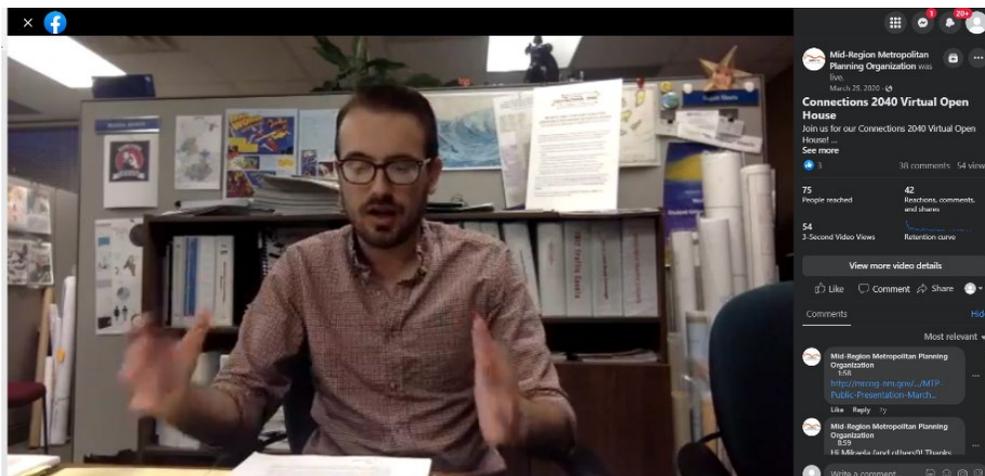
attended virtually via Zoom. The MRCOG building is ADA compliant and is accessible via several major transit routes.

### Open houses (in person and virtual)

MRMPO may hold open houses at various locations (including online) over the span of several hours to provide increased opportunity for interested parties to learn and leave feedback about a certain topic or product (e.g., a draft MTP) in a more informal setting and with the chance to speak more directly with staff. In the past, open houses have been held at the MRCOG Board Room and various community facilities in Sandoval and Valencia Counties as well as on Facebook live.

### Virtual online forums (or Virtual Public Involvement)

When in-person meetings are not feasible, virtual public involvement (VPI) has evolved to supplement community engagement strategies. By enabling individuals to participate in a more convenient, cheap, and easily accessible format, VPI tools improve and expand the reach of public engagement initiatives. Numerous



online resources and virtual tools also offer interactive and graphic formats that improve the public's and stakeholders' comprehension of proposed projects and plans. With the use of VPI in appropriate contexts, MRMPO can effectively involve more people earlier in the process, thereby reducing unforeseen project delays, and using staff time and resources more efficiently.

### Focus groups and working groups

Focus groups help solicit in-depth information about issues, activities, or public perceptions from small groups of stakeholders. Often held in series, focus groups allow MRMPO to obtain detailed information and responses by asking questions that may build upon knowledge discovered during meetings or prior public interaction. Focus groups can be effective ways of targeting specific communities or groups.

### Pop-Ups

Less formal “pop-up” events where planners set up a booth at various places (coffee shops, libraries, etc.) to disseminate information and/or collect feedback from the public can be helpful in reaching a different audience, especially from ones that have not been heard from as much, and for providing a more approachable environment.

## Workshops

Workshops can include meetings or a series of meetings designed to share information on a topic of regional interest or importance and gather feedback from participants. MRMPO's workshops can provide technical assistance to local communities, help increase public awareness of MPO activities, and promote public involvement. They can be especially useful for gaining more in-depth perspectives from participants due to their more focused approach.



## Interviews

MTB members or MRMPO staff may meet individually with designated opinion leaders, such as Chamber of Commerce officials or members, mayors, advisory body members, non-profit agency representatives, religious leaders, business owners or individual constituents potentially impacted by an MTB decision. Meeting with key stakeholders offers a whole range of potential benefits for the communities they represent and MRMPO. By meeting and empowering various stakeholders MRMPO may help in facilitating the process to align the goals of the traveling public and specific transportation plans or programs, promote transparency, build trust, and identify further outreach plans and methods that may produce positive results for communities.

## Community and Agency Meetings and Events



MRMPO can bring outreach and educational materials to community events (e.g., farmers markets, fairs) and service locations, especially those locations where members of traditionally underserved communities may frequent (e.g., grocery stores in low-income neighborhoods).

MRMPO can also provide updates on topics of interest to groups (i.e., city councils, other elected bodies, neighborhood associations) hosting meetings in the region. MRMPO endeavors to attend other agencies' key public meetings for transportation

projects so that members of the public attending can have access to someone who can provide a regional view and MRMPO staff can gain greater insight about public concerns.

## IV. MAJOR PRODUCTS OF THE TRANSPORTATION PLANNING PROCESS

MRMPO is responsible for producing several key products which are listed below. This section describes the public outreach efforts involved in their development.

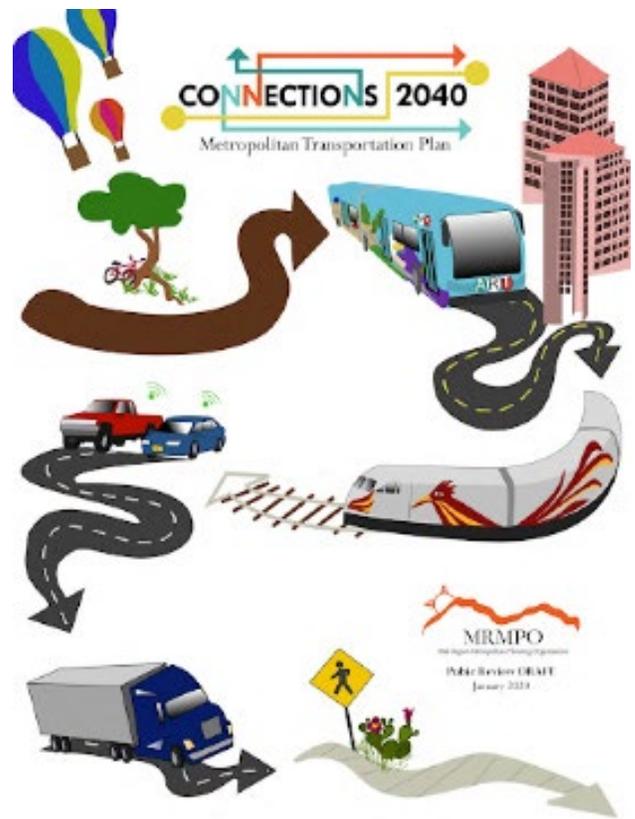
- The Metropolitan Transportation Plan
- The Transportation Improvement Program
- Public Participation Procedures
- Title VI Plan
- Unified Planning Work Program

### Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is the long-range transportation planning guide for the AMPA. As such, public outreach is critically important to the plan. The MTP involves a comprehensive and sustained outreach effort undertaken by MRMPO staff.

Development of the MTP is divided into three general stages: (1) goals, existing conditions, and needs; (2) analysis and evaluation of strategies to meet the needs identified and achieve the goals stated; and (3) final selection of projects to be included in the MTP, and MTP document development and approval. Each stage of MTP development contains its own element of public participation. Public feedback is especially sought in the first stage when input can more easily inform the development of the plan. Feedback is sought in the second stage to help weigh in on strategies, approaches, and trade-offs. In the third stage, input is usually sought on the initial and final drafts of the plan. See an example of how these phases look when integrated into the MRMPO Spectrum of Community Engagement (Appendix E).

Inevitably there is some overlap between the stages, and comments are never rejected as being out of turn. However, at each stage, input is solicited to maximize public impact on the planning process. At all stages, use of visualization to the extent possible (e.g., charts, graphs, maps, and forecasts) are shared at public meetings, on the MRCOG website, and through other communication channels (e.g., social media, newsletters, email).



At a *minimum*, public participation for Metropolitan Transportation Plans includes:

- Public meetings in Sandoval, Bernalillo, and Valencia counties, at locations accessible to transit and persons with disabilities;
- Outreach to the public, stakeholders, local and tribal governments, and neighborhood and community;
- Press release(s) to news media in advance of the formal public comment period preceding adoption of the Plan and public notification of formal comment periods published;
- Participation opportunities (e.g., a draft plan available for public comment) posted to the MRCOG website and included in MRMPO's electronic newsletter and social media sites (i.e., Facebook) and sent via email to persons in the MTP contacts database.

Significant written and oral comments received on the draft MTP as a result of the public involvement process are summarized, analyzed, and reported on as part of the final plan. If the final transportation plan differs significantly from the one which was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment on the revised plan shall be made available.

#### Amending the MTP

The MTP may be amended if there are additions to or removals of projects from the MTP project list, revised population and/or traffic forecasts, or major revisions to funding projections.

MRMPO makes every attempt to anticipate all regionally significant or potentially federally funded projects in the MTP, but in the event that a project must be added to the MTP, MRMPO staff will initiate participation to accommodate the revision. At a minimum, MRMPO will designate a minimum 30-day public comment period and may \*send out press releases to the local media on the proposed change(s) to the MTP. In addition, at least one public meeting will be held (in conjunction with either the MTB or other committee meeting) where the public may provide comment to the staff and/or the Board and committee members present. Areas most directly affected by the proposed change to the MTP may be specifically targeted through the media, public meetings, and direct mail.

Deletions from the MTP for outer-year projects (i.e., those not programmed in the TIP) can be made at the next revision of the MTP, since the MTP will be revised before the TIP programming period ends.

## Transportation Improvement Program (TIP)

The TIP is a short-range (six- year) plan that programs funding, particularly federal funding, for transportation projects in the region.

MRMPO seeks public input for the development of the TIP. TIP projects must be consistent with the MTP and reflect the goals and objectives established in that

document. This section will describe public participation methods for TIPs adopted simultaneously as the MTP, TIPs adopted in intervening years, and TIP amendments. Please refer to MRMPO's TIP Policies & Procedures document (found on the MRCOG website) for a complete reference on the TIP development process.



### TIPs Adopted Simultaneously with the MTP

MRMPO updates the Metropolitan Transportation Plan every four to five years, as required in Title 23 Part 450 of the Code of Federal Regulations (23CFR450). Projects in the TIP are consistent with the MTP and its goals, and relevant comments received on the MTP are also used to inform the TIP. This process typically occurs late in the MTP development cycle. By having the TIP formal comment period and the MTP formal comment period occur simultaneously, the public may respond either to the programming question, short-term necessity of a given project, or its inclusion in the MTP in the first place. By scheduling TIP participation alongside MTP participation, both the MPO's resources and the public's participation are maximized. The policy board and staff may consider the comment in the context of the MTP, TIP, or both.

### TIPs Adopted Separately from the MTP

In years when there is no MTP adoption (and, hence no MTP public participation), MRMPO staff engages the public in a standalone participation effort. Elements of TIP public participation for TIPs adopted in non-MTP years may include, at a minimum: press releases to local media in the entire Albuquerque Metropolitan Planning Area; notice of comment period posted on the MRCOG website and included in the MPO newsletter and Facebook page; a public comment period of no less than 30 days; and at least one public meeting at a location easily accessible by public transportation. Outreach to various interest, advocacy, and neighborhood groups in the Metropolitan Planning Area may also occur, as well as other outreach methods to broaden participation.

TIP-related outreach may include new methods such as online Story Maps and increased opportunities provided to the public to comment on proposed TIP projects.

Written and oral comments received on the draft TIP as a result of the public involvement process will be summarized, analyzed, and a report on the disposition of comments shall be made part of the final TIP. If the final TIP differs significantly from the one made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts, then additional opportunity for public comment on the revised TIP shall be made available.

### TIP Amendments

TIP amendments occur most often on a quarterly basis. Occasionally the TIP will need to be modified sooner than the next quarterly session, in which case an out-of-cycle amendment may be made.

In all cases of a TIP amendment, the amendment is discussed at posted and advertised meetings of the Transportation Coordinating Committee and the MTB (both of which are open to the public, and whose meetings are advertised in the local newspaper of record and on the MRCOG website). In addition, a public comment period of no less than 15 days is held. All proposed and adopted modifications to the TIP, including administrative modifications, are posted on the MRCOG website.

### Annual Listing of Obligated Projects

MRMPO produces an annual listing of obligated projects as part of the TIP process and per federal requirement. The listing is a record of projects delivered in the previous year. The list is made available on MRCOG's website.

## **Public Participation Procedures Document**

Per 23 CFR 450.316, initial or revised participation plans such as this document (*Mid-Region Metropolitan Planning Organization Public Participation Procedures*) must go through a 45-day public comment period.

At a minimum, public participation activities for updates to the *Public Participation Procedures* will include:

- Notice posted on MRCOG's website and included in MRMPO's newsletter and Facebook page; information published in the newspaper
- Public adoption of the *Public Participation Procedures* by the Metropolitan Transportation Board (MTB) at an MTB meeting (during which time public comments on the document may be made)

Copies of the approved participation plan shall be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and posted on the MRCOG website

## **Title VI Plan**

The MRCOG and MRMPO Title VI Plan documents MRCOG's policy to ensure that no person "shall, on the ground of race, color, national origin, or sex be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance."

The major elements of the MRCOG Title VI Plan are:

- Data collection
- Annual Title VI Report
- Annual Review of the Title VI Plan
- Dissemination of information related to the Title VI Program
- Resolution of complaints

'Communications and Public Involvement' is a designated program area in the MRCOG Title VI Program. This program area aims to ensure that MRCOG seeks input from historically disadvantaged groups and responds to their input. These topics are addressed in detail in the MRCOG Title VI Plan.

The Title VI Plan describes how considerations of Title VI legislation are made throughout MRCOG's planning and programming activities.

Public participation in the development of the MRCOG Title VI Plan shall, at a minimum, include opportunities to comment upon any proposed revisions at MTB meetings. Comments can also be submitted via email, mail, or phone: ([mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov); attn. Title VI Coordinator, 809 Copper Ave. NW, Albuquerque, NM 87102; or 505-247-1750; or by fax, 505-247-1753). The MTB will approve Title VI Plans after a minimum 45-day public comment period (notice of which is posted on the MRCOG website).

The Title VI Plan will also be posted on the MRCOG website and comments on it shall be included in the Annual Title VI Report which is incorporated in the Annual Performance and Expenditure Report (APER).

## **Unified Planning Work Program**

The Unified Planning Work Program (UPWP) is the work plan and budget all MPOs are required to develop. MRMPO's UPWP covers two consecutive federal fiscal years. The current UPWP is posted on the MRCOG website. MRMPO provides a 30-day public review and comment period when draft UPWPs are developed and before they are adopted by the Board. Notice of the comment period is posted on the MRCOG website and will be announced in its newsletter.

## V. PUBLIC PARTICIPATION GUIDELINES

This section outlines the Federal guidelines required for public outreach. The tools and methods used to inform and involve the public may vary depending on the community in question and what level of participation is most appropriate for the plan or project that needs feedback. Public participation is designed to provide the public and stakeholders with meaningful access to key decisions. The stakeholder groups shall at a minimum include those described in [23CFR450.316\(a\)](#)<sup>1</sup>.

### Public Notice

MRMPO informs the public about its public meetings and opportunities for comment, as well as project milestones and outcomes of key meetings. The MRCOG website hosts working drafts of the MTP and TIP as appropriate, and solicits comments from the public and stakeholders on the website via email links. Public meeting notices are published a minimum of 72 hours in advance, with the agenda items or topics for discussion included. Public meeting notices include statements that MRMPO will reasonably accommodate people who may need special accommodations.

MRMPO provides notices on its website and newsletter, in the newspaper, and by mail and/or email of opportunities to provide comment on the MTP and TIP. The notices include, at a minimum, the following information:

- Name of the event/subject of meeting
- Sponsoring organization
- Action to be taken and by whom (if applicable)
- Day, date, time and location of meeting
- Brief summary of the proposed action or plan
- Start and end dates for public comments (if applicable)
- Where and how to obtain copies of the plans or materials, and how to provide comments
- Offer to provide accommodations for people with disabilities or people who need special accommodation with advance notice

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<sup>1</sup>The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. (<https://www.ecfr.gov/current/title-23/chapter-I/subchapter-E/part-450/subpart-C/section-450.316>)

## Opportunity to Comment on Substantial Revisions

Should the MTP or TIP be substantially revised from the form in which it was last presented to the public, MRMPO staff will ensure that the public have adequate notice and time to comment on the revisions. Individual project revisions do not normally constitute substantial revisions, however, revisions that apply broadly to the Plan (such as those regarding air quality) would.

Substantial revisions to this document require a public review and comment period of no less than 45 days.

## Access to Information

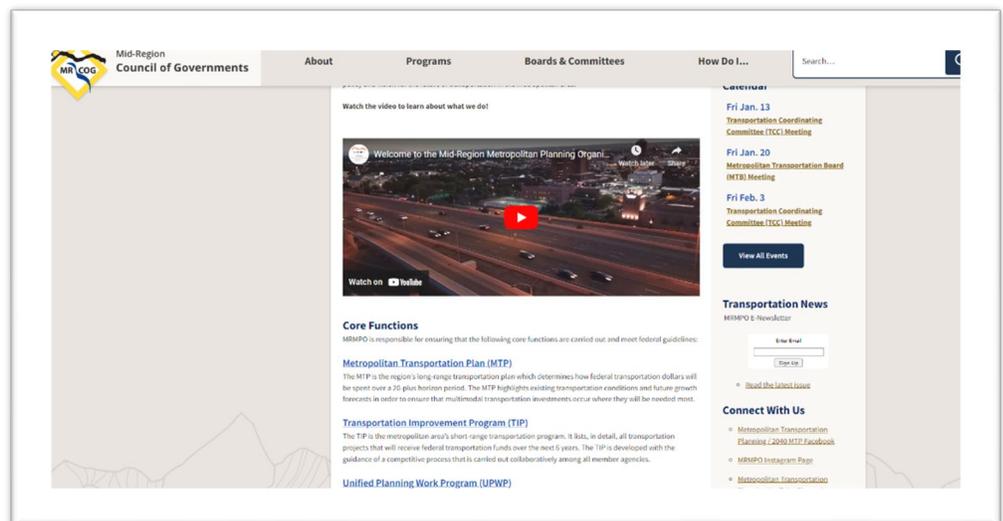
MRMPO provides all publications and other pertinent information on the MRCOG website. MRMPO continually tries to provide more of its data on the website in the most accessible manner as possible. Upon request, other information not included on the website may be provided. MRMPO staff are also available to help member agencies or members of the public access and explain information. MRMPO distributes copies of draft and final MTPs to main area libraries and electronic copies to clerks of local and tribal governments in the region.

## Electronic Formats

Most if not all MRMPO-developed publications are made electronically available and posted to the MRCOG website. Below is a list of example materials available electronically on the MRMPO website:

- The current MTP (entire document, appendices, maps, and resolutions), including the Long Range Transportation Systems (LRTS) Guide
- The current TIP with amendments and Administrative Modifications
- TIP Policies and Procedures
- Public Participation Procedures
- Unified Planning Work Program (UPWP)
- Intelligent Transportation Systems Regional Architecture

In addition, the MRCOG website as well as the MRMPO Facebook page, are used as venues for public comment. Dedicated email addresses for comments on the TIP and MTP are made available on the MRCOG website to solicit and accept comments.



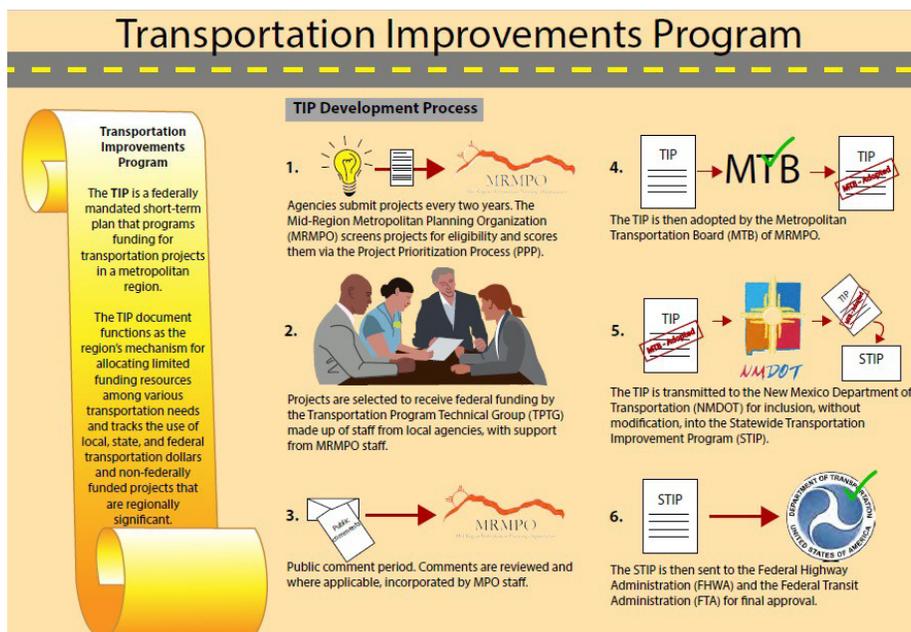
## Visualization Techniques

MRMPO provides a variety of information to help participants understand analysis, concepts, or outcomes related to complex regional transportation plans and projects. MRMPO staff will typically use one or more of the following techniques to help the public and stakeholders understand issues:

- Interactive online maps
- Print and online static maps
- Illustration of existing land use and proposed development
- Scenario planning graphics, including graphs, charts, and maps
- Videos
- PowerPoint presentations
- Display boards that explain or summarize a concept with text and/or graphics
- Graphs, tables, and charts (including “info graphics”) that show various types of information including socioeconomic and demographic data; safety; usage statistics; and financial information



Materials are made available for review at public meetings and other events and can be provided upon request.

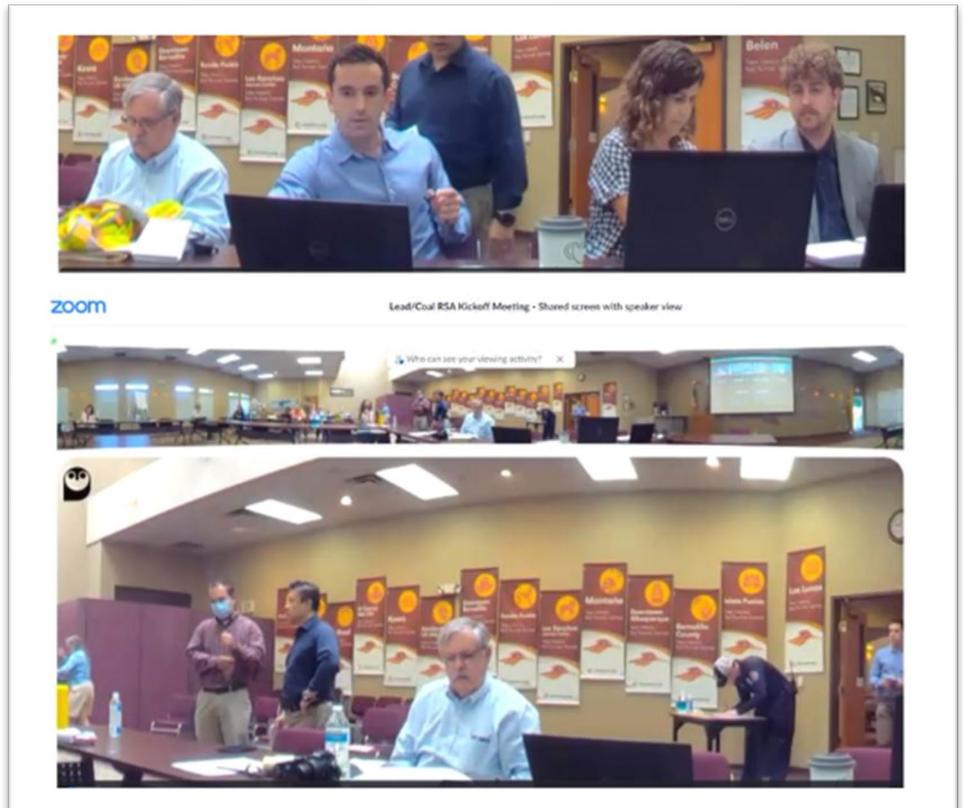


## Meeting Accessibility

MRMPO provides a variety of opportunities for face-to-face and interactive public meetings at ADA-accessible venues. Public participation activities range from public meetings of the MTB to informal events such as open houses and information booths at community events. Events may be in person, offered remotely, or be a mix of both (hybrid).

To the greatest reasonable extent, MRMPO holds its public meetings at times and places convenient to the public and stakeholders. To encourage maximum participation, MRMPO typically considers:

- Locations easily accessed by transit riders
- Holding meetings at ADA-accessible locations
- Holding meetings in different areas of the region
- Holding meetings at varying types of venues, such as schools and community centers, libraries, etc.
- Partnering with community or service organizations, transit providers, or other government agencies to promote or host participation events
- Holding meetings outside of traditional business hours
- Holding meetings on different days of the week and/or at different times of the day and also holding some meetings of longer duration (e.g., open houses) to maximize potential attendance
- Offering online participation methods for those who cannot attend meetings in person
- Avoiding potential conflicts with participation opportunities hosted by other units of government in the region
- Attending and presenting information at meetings of other groups and organizations
- Providing special accommodations at meetings upon request (e.g., Spanish and sign language translation)



## **Open Meetings Act**

MRMPO complies with the State of New Mexico Open Meetings Act<sup>2</sup> (known as a “sunshine law”). The policy board of the MPO, the Metropolitan Transportation Board, adopts an Open Meetings Resolution each June that includes the meetings scheduled for the upcoming fiscal year. The Open Meetings Act requires that public business be conducted in full public view, that the actions of public bodies be taken openly, and that the deliberations of public bodies be open to the public. Also, a public body must make the agendas of regular and special meetings available to the public at least 72 hours in advance of meetings and post the agendas on the public body’s website if one is maintained.

## **Explicit Consideration of and Response to Comments**

MRMPO receives comment from stakeholders and the general public in multiple formats, including testimony, postal mail, email, phone call or voice mail, social media, and on forms provided for written comments. Comments are responded to in the manner in which they were received (for comments where a response is possible). For instance, comments received by mail are provided a mailed response, emailed comments an email response, and so forth. In addition, printouts or photocopies of all comments, or a summary of comments, on the MTP and TIP, and staff response to them, is included as part of the final MTP or TIP submittal to the MTB. All comments are considered and included in the Plan. Follow-through demonstrating that public input was considered is sent to participants and posted on the MRCOG website.

## **Involving Traditionally Underserved Populations**

MPOs must incorporate the needs of those traditionally underserved by existing transportation systems, plans, policies, and infrastructure into the transportation planning process. In addition to being good planning practice, this ensures the requirements of Executive Order 12898- Federal Actions to Address Environmental Justice in Minority and Low-Income Populations are met.

Understanding the effects of unequitable transportation planning and decision making is crucial towards addressing historical deficiencies. MRMPO staff have identified best practices to reach underserved populations:

- Work to build relationships with community organizations and/or businesses and individuals that represent low-income and minority populations
- Prepare culturally sensitive outreach materials and meeting plans, that includes elements such as:
  - Use of appropriate language
  - Use of graphics that appeal to target groups (e.g., a photo of a project from a local area)
  - Incorporation into publications of people of diverse cultures, ages, abilities, and economic status
  - Demonstration of respect for cultural sensitivities and prohibitions

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<sup>2</sup> <http://www.nmag.gov/uploads/files/Publications/ComplianceGuides/Open%20Meetings%20Act%20Compliance%20Guide%202015.pdf>

- Translation of certain printed materials into Spanish and a contact person (who speaks Spanish) provided for Spanish speakers. Also, translation at meetings or for certain key documents will be offered upon request.
- Participate in community events to build relationships
- Monitor/observe which groups are missing from the process and adjust outreach approaches
- When possible, hold public meetings in communities with concentrations of low income/high poverty populations
- Share with communities and other stakeholders the impact of their involvement and input on plans, projects, and policies

Integrating equity into outreach and engagement efforts is not a one-size-fits-all approach. Different communities may respond to varying approaches. Therefore, it is necessary to have a diverse set of tools.

To increase participation, MRMPO works on identifying barriers and lessening or removing them where possible. Potential barriers to public participation include:

- lack of awareness
- information not presented clearly or in an engaging way
- a perception that input does not matter
- lack of options for providing feedback and getting involved
- lack of time or resources to participate

MRMPO adheres to the MRCOG Title VI Plan, which guides MRCOG's compliance with Title VI regulations. Title VI ensures that no person is excluded from participation in or denied the benefits of, or be subject to discrimination, in the receipt of MRCOG and MRMPO services or programs on the basis of race, color, national origin or any other characteristics.

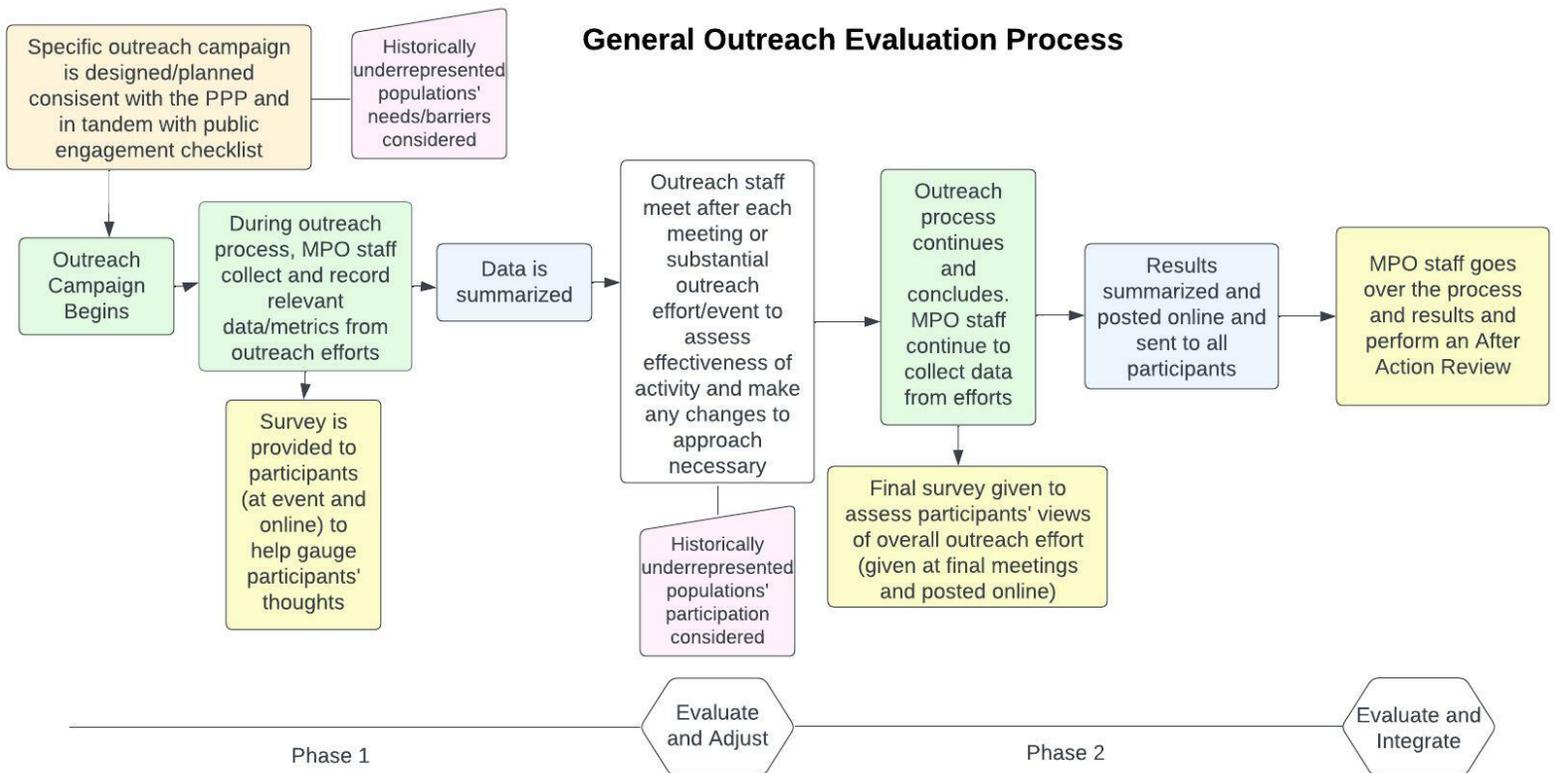
### **Coordination with Statewide Transportation Planning**

MRMPO works with the New Mexico Department of Transportation's General Office and District 3 to ensure that its planning efforts are consistent with the Statewide Transportation Plan.

## VIII. EVALUATING THE EFFECTIVENESS OF PUBLIC PARTICIPATION EFFORTS

Continuous outreach and assessment are critical to the success of any efforts to attract and sustain public engagement, particularly meaningful public engagement. Evaluation should assess not just the immediate outcomes of public engagement activities, but also the long-term effects of public involvement on the planning process. Meaningful community involvement is more than just public education; it is the rightful opportunity for the community to shape what happens in their region.

In order to monitor and assess how well MRMPO’s outreach efforts are working, MRMPO is building off its previous efforts of collecting public participation benchmarks and has developed a new evaluation process for public outreach. The ultimate goal of the evaluation process is to inform outreach efforts of MRMPO to help make them as effective as possible. Outputs and outcomes of outreach will be monitored, evaluated, and reported on (see Appendix F for some of the tools that will be used to prepare for outreach and gather information on performance). Reports on effectiveness will be published to the MRCOG website on MRMPO’s page on Public Participation Procedures. A graphic illustrating the general outreach evaluation process that will be used by MRMPO is shown below.



Internal audits that assess the effectiveness of various outreach methods and outcomes will be performed by MRMPO staff during outreach initiatives. The intent is to identify successes and shortcomings in outreach efforts and to change approaches as necessary and, importantly, to gauge participation from marginalized and historically disenfranchised communities. At the conclusion of the campaign, results will be summarized, sent to participants, and posted online on the same webpage as the Public Participation Procedures are posted<sup>3</sup>. After the process has concluded, MRMPO staff will go over the process and the results of the evaluation to perform an internal *After Action Review*. This will help the staff fine tune and improve approaches for future outreach campaigns.

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<sup>3</sup> At the time of this publication, the location of the Public Participation Procedures document on the MRCOG website is as follows: <https://www.mrcog-nm.gov/577/Public-Participation-Procedures>.

## IX. FORMAL AVENUES TO PARTICIPATE AND STAY CONNECTED

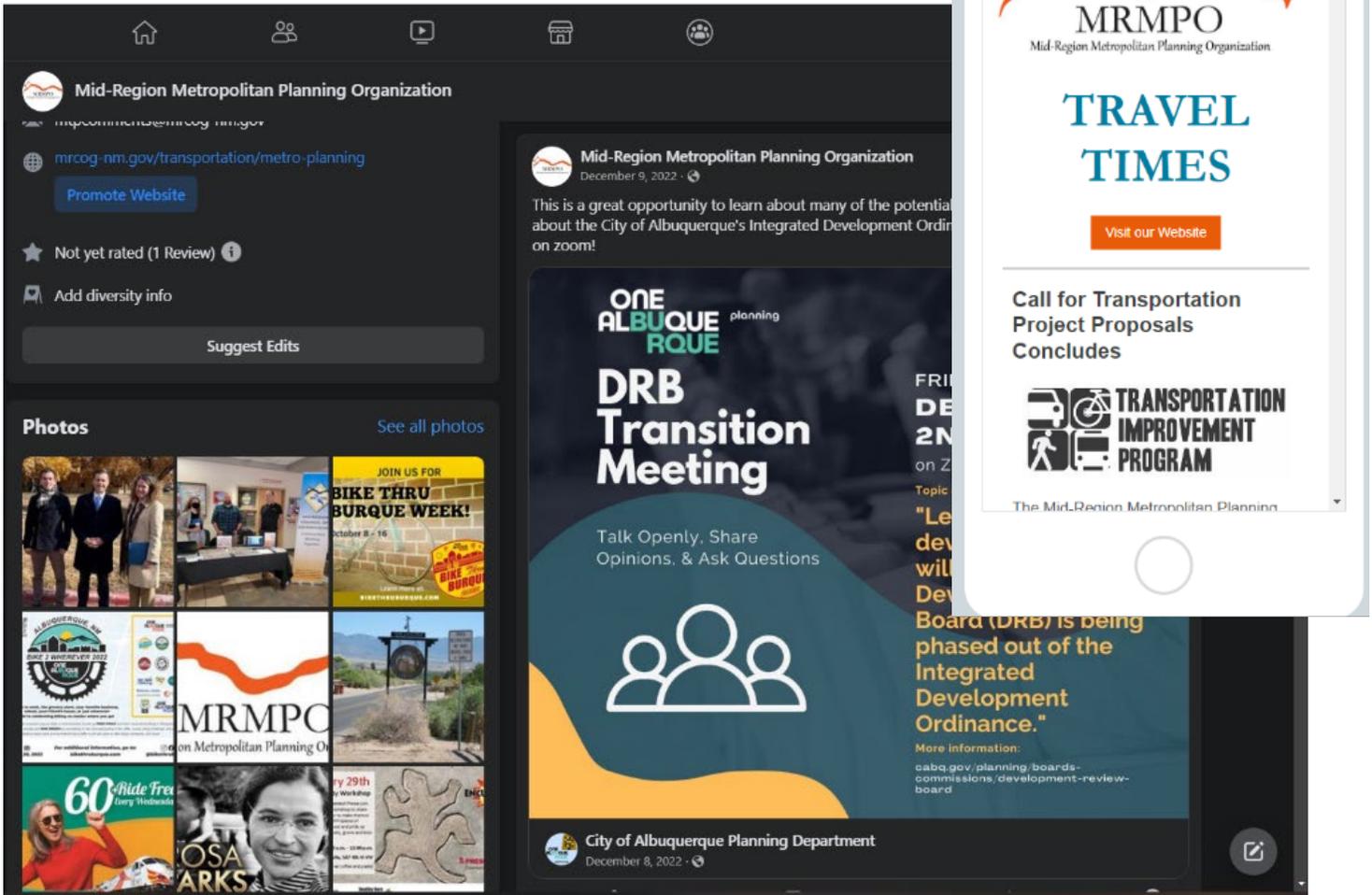
This section describes how the general public and stakeholders can participate in the regional long-range transportation planning process.

**Metropolitan Transportation Board (MTB) meetings:** The MTB sets policy direction, supports public involvement initiatives, and considers public feedback when making key decisions. The MTB meets once a month at the MRCOG building, on the third Friday of the month. The meetings are always open to the public, and the public can make comments at meetings. To do so, a commenter must call or email [cpmerlo@mrcog-nm.gov](mailto:cpmerlo@mrcog-nm.gov) or 505-724- 3651 at least one day before the meeting or arrive at the meeting at least five minutes early so that the meeting organizer knows that time for public comment is requested. Public notification of MTB meetings is provided at least three days prior to each meeting. Anyone requiring special accommodations is requested to notify MRCOG at 505-724-3651 or email [cpmerlo@mrcog-nm.gov](mailto:cpmerlo@mrcog-nm.gov) seven days prior to the meeting. Meeting dates are posted on MRCOG's website.

**Transportation Coordinating Committee (TCC) meetings:** The TCC acts as a technical advisory body to the MTB for project and policy decisions in the AMPA. It makes recommendations to the MTB on behalf of the agencies implementing projects and participating in the regional transportation planning process (note that implementing agencies bear full responsibility for fulfilling their own public participation and environmental justice requirements for projects as outlined in the National Environmental Policy Act (NEPA)). TCC meetings are open to the public, and the public can make comments at those meetings. To do so, a commenter must call or email [cpmerlo@mrcog-nm.gov](mailto:cpmerlo@mrcog-nm.gov) or 505-724- 3651 at least one day before the meeting or arrive at the meeting at least five minutes early so that the meeting organizer knows that time for public comment is requested. Public notification of TCC meetings is provided at least three days prior to each meeting. Anyone requiring special accommodations is requested to notify MRCOG at 505-724-3651 or email [cpmerlo@mrcog-nm.gov](mailto:cpmerlo@mrcog-nm.gov) seven days prior to the meeting. Meeting dates are posted on MRCOG's website.

**Submitting comments and feedback:** MRMPO staff always accepts public comment. Comments are collected in various ways. At meetings, comment forms are often distributed, surveys are disseminated, and comments can be sent or emailed to MRMPO. To foster participation, MRMPO staff leads outreach efforts and encourages public participation by providing easily accessible information, informing affected or interested parties about ways they may participate. Comments are always considered and incorporated when and where possible. Comments can be submitted anytime in writing and sent to MRMPO, 809 Copper Ave., NW, Albuquerque, NM 87102; submitted via email to [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) (for general transportation comments); [mtpcomments@mrcog-nm.gov](mailto:mtpcomments@mrcog-nm.gov) (for MTP-related comments); or [tipcomments@mrcog-nm.gov](mailto:tipcomments@mrcog-nm.gov) (for TIP-related comments); submitted over the phone (505) 247-1750; or submitted via fax (505) 247-1753.

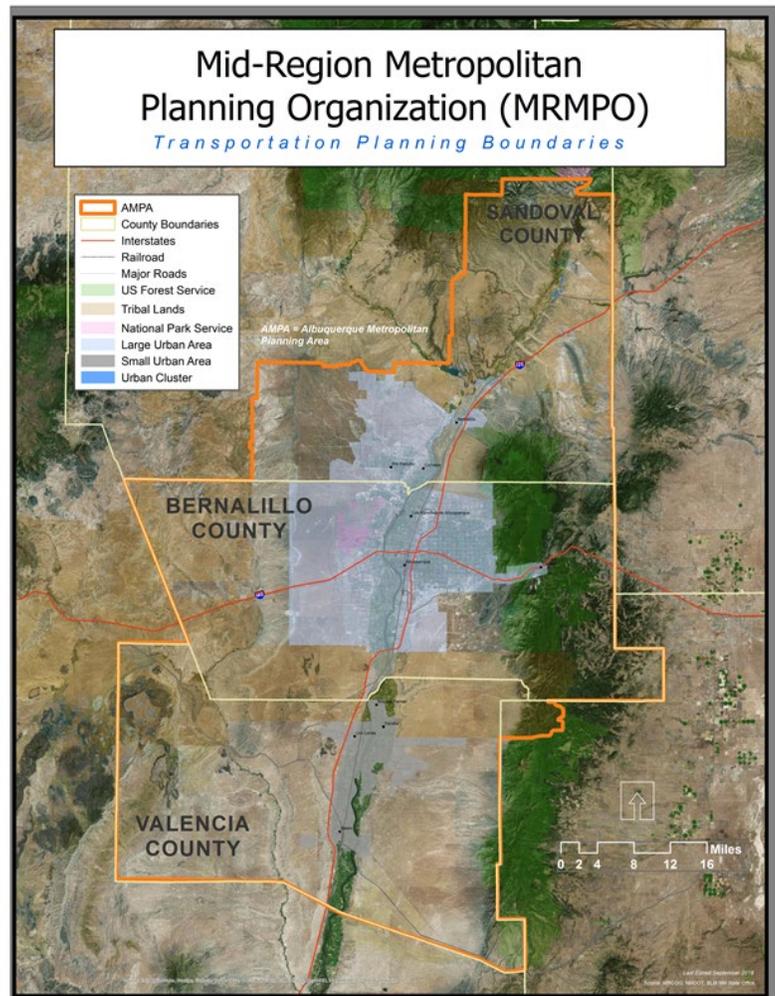
Signing up for MRMPO's e-newsletter, Travel Times, following the MRMPO Facebook page, and requesting that your email address be added to the MTP contacts database: These actions all help in tracking the progress of plans and participating the planning process. The MRMPO Facebook page is found on Facebook by searching @MidRegionMPO. Information on how to go about doing all of these is provided on MRCOG's website, on the Get Involved page for the MRMPO (<https://www.mrcog-nm.gov/576/Get-Involved>).



## Appendix A: Overview of the Metropolitan Planning Process

Federal law requires every urbanized area with a population over 50,000 to have a designated Metropolitan Planning Organization (MPO) to qualify for receipt of federal highway and transit funds. In urbanized areas with a population over 200,000, a Transportation Management Area (TMA) shall be designated. The Albuquerque Metropolitan Planning Area (AMPA) is the designated TMA (see a full-size map on the following page). The Mid-Region Council of Governments (MRCOG) is an association of local governments in the vicinity of Albuquerque and central New Mexico. The Mid-Region Metropolitan Planning Organization (MRMPO) is a division of the Mid-Region Council of Governments (MRCOG) and is an intergovernmental forum that provides for the discussion of local and regional transportation issues and for the development of transportation policies and programs. As the designated metropolitan planning organization (MPO), MRMPO is responsible for surface transportation planning in the AMPA.

This includes developing the twenty-year Metropolitan Transportation Plan (MTP) and the short-term Transportation Improvement Program (TIP) of funded projects. To that end, MRMPO staff work with stakeholders and the public, as well as local agencies, tribal governments, the New Mexico Department of Transportation (NMDOT), local transit providers, as well as other agencies and organizations. MRMPO is committed to carrying out a continuous, cooperative and comprehensive transportation planning process (referred to as the “3C process”). The process is accomplished under the direction of the Metropolitan Transportation Board (MTB) of the Albuquerque Metropolitan Planning Area which serves as the governing body of MRMPO.



## Appendix B: Code of Federal Regulations

Title 23, Section, § 450.316 Interested parties, participation, and consultation.

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process

required under the EPA transportation [conformity](#) regulations ( [40 CFR part 93](#), subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final [metropolitan transportation plan](#) and TIP.

**(3)** A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

**(b)** In developing [metropolitan transportation plans](#) and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including [State](#) and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO(s) shall develop the [metropolitan transportation plans](#) and TIPs with due [consideration](#) of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

**(1)** Recipients of assistance under title [49 U.S.C. Chapter 53](#);

**(2)** Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

**(3)** Recipients of assistance under [23 U.S.C. 201- 204](#).

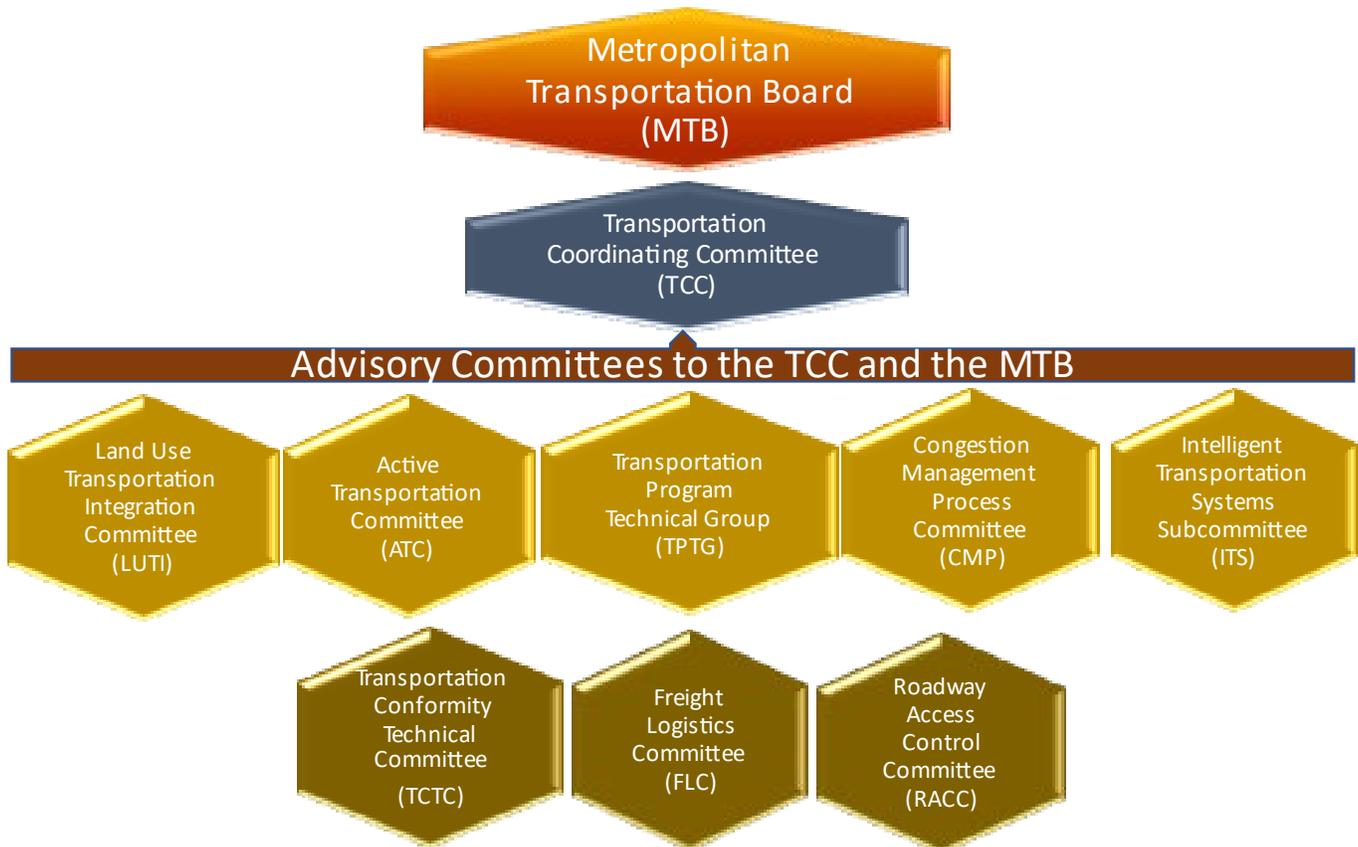
**(c)** When the MPA includes Indian Tribal lands, the MPO(s) shall appropriately involve the Indian Tribal government(s) in the development of the [metropolitan transportation plan](#) and the TIP.

**(d)** When the MPA includes Federal public lands, the MPO(s) shall appropriately involve the Federal land management agencies in the development of the [metropolitan transportation plan](#) and the TIP.

**(e)** MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under [§ 450.314](#).

## Appendix C: MRMPO Committees

As shown in the organization chart below, there are several committees that either directly or indirectly report to the Metropolitan Transportation Board (MTB). These committees are described below. The MTB and TCC meetings are excellent opportunities to provide public comment. Other committees listed are interagency committees. The committees listed in the bottom row are technical groups that meet as needed.



**Metropolitan Transportation Board (MTB)** – The MTB is the policy making body of MRMPO and is responsible for all transportation policy decisions and planning products of the MPO. Elected officials from the local jurisdictions serve on the MTB.

**Transportation Coordinating Committee (TCC)** - This committee provides technical advice to the Metropolitan Transportation Board. The committee reviews items that are scheduled to come before the board and provides recommendations from a technical viewpoint. The TCC membership is composed of technical, staff-level representatives from each of the local member agencies and the New Mexico Department of Transportation. The TCC has four standing committees. They are the Transportation Program Technical Group (TPTG), the Intelligent Transportation Systems (ITS) Subcommittee, the Congestion Management Process (CMP) Committee, and the Roadway Access Committee (RAC).

The **Land Use and Transportation Integration Committee (LUTI)** is comprised of transportation and land use planning and development professionals. Members of the committee work to advance coordinated land use and transportation planning in the region as well as scenario planning.

The **Active Transportation Committee** provides advice and recommendations on ways to improve the health and safety of people walking, biking, and using transit, including people with special needs.

The **Transportation Program Technical Group (TPTG)** is a working group that provides advice to the Transportation Coordinating Committee (TCC) regarding the Transportation Improvement Program (TIP) and the long range system maps for the urban area. The TPTG uses a set of evaluation criteria to develop the draft Transportation Improvement Program prior to its release for public review and comment. The TPTG also reviews and makes recommendations on quarterly TIP amendments and comments on proposals to amend the long-range transportation system maps when the maps are updated. The TPTG membership is drawn from technical staff from the various local agencies and the New Mexico Department of Transportation.

The **Congestion Management Process (CMP) Committee** works on congestion management activities including the development of and revisions to the Project Prioritization Process that is used to evaluate projects for inclusion in the Transportation Improvement Program. The Congestion Management Process is a federally mandated process that helps planners identify congested travel corridors and recommends strategies to increase transportation efficiency and provide additional options for the traveling public.

The **Intelligent Transportation Systems (ITS) Subcommittee** coordinates ITS stakeholder activity and makes recommendations to the Transportation Coordinating Committee (TCC). The TCC then makes recommendations to the Metropolitan Transportation Board. ITS Subcommittee meetings are **inter-agency** meetings between federal, state, and local stakeholders.

The **Transportation Conformity Technical Committee (TCTC)** only meets when the AMPA is in air quality non-conformity status. As the region is now in attainment for air quality, the Committee does not currently meet.

The **Freight Committee** provides advice and recommendations on efforts to coordinate regional freight planning and development to ensure that freight activity across the region is safe, efficient, and effective in supporting economic activity.

The **Roadway Access Committee (RAC)** provides recommendations to the TCC on the AMPA's roadway access policies and procedures including permitted access locations, types of access that may be allowed, and the procedures used to modify access on roadways designated as limited access facilities. The RAC is comprised of member agency staff from the region.

## **Appendix D: Abbreviations**

ADA: Americans with Disabilities Act

AMPA: Albuquerque Metropolitan Planning Area

FAST Act: Fixing America's Surface Transportation Act

MPA: Metropolitan Planning Area

MPO: Metropolitan Planning Organization

MRCOG: Mid-Region Council of Governments

MRMPO: Mid-Region Metropolitan Planning Organization

MTB: Metropolitan Transportation Board

MTP: Metropolitan Transportation Plan

NEPA: National Environmental Policy Act

PPP: Public Participation Procedures

TCC: Transportation Coordinating Committee

TIP: Transportation Improvement Program

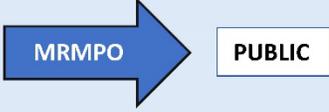
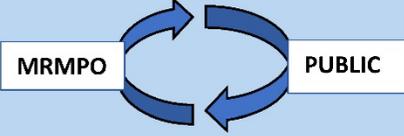
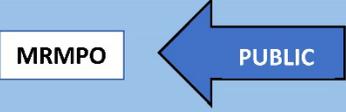
TMA: Transportation Management Area

VPI: Virtual Public Involvement

# Appendix E: Example of Spectrum of Community Engagement Used for MTP Outreach

## Phases of Outreach for MTP



	<p style="text-align: center;"><u>INFORM</u></p>  <p style="text-align: center;"><b>Kickoff</b></p>	<p style="text-align: center;"><u>COLLABORATE</u></p>  <p style="text-align: center;"><b>Draft 1</b></p>	<p style="text-align: center;"><u>CONSULT</u></p>  <p style="text-align: center;"><b>Draft 2 (final)</b></p>
GOAL	To inform the public about the MTP and the transportation planning process.	Engage the public and targeted communities in developing transportation strategies for the future.	Present the final draft of the MTP and solicit further comments.
HOW THE COMMUNITY IS INCORPORATED	General Information	General and Targeted Participation	General Consultation
ENGAGEMENT TOOLS	<ul style="list-style-type: none"> <li>• Presentation - Introduction</li> <li>• MTP Overview</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation – Initial Findings</li> <li>• Specific Feedback                             <ul style="list-style-type: none"> <li>○ Scenarios</li> <li>○ Strategies</li> <li>○ Performance Measures</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Presentation – Final Document</li> <li>• General Public Comment                             <ul style="list-style-type: none"> <li>○ Budget</li> <li>○ Projects</li> </ul> </li> </ul>
ROLE OF COMMUNITY	Audience	Stakeholder	Advisor
ROLE OF AGENCY	Planners	Facilitators	Decision-makers
ROLE OF EQUITY	Minimal	Targeted	Integrated
ENGAGEMENT TIMELINE	Fast	Continuous	Specific

## Appendix F: Tools for Guiding and Evaluating the Effectiveness of Outreach

### Outreach Checklist

Outreach and Engagement Checklist		
<i>The Public Engagement components consistent with the Outreach Evaluation Process and the PPP listed below should be considered</i>	<i>Check the box if component was used</i>	Remarks
Identify purpose of engagement		
Identify target area		
Identify target audience(s)		
Identify stakeholders and partners		
Identify appropriate engagement and visualization techniques		
Identify effective communication strategies for target audience		
Identify resources and available timeframe		
Build strong relationships		
Create a public engagement plan		
Monitor and evaluate the engagement process using MRMPO evaluation process		
Evaluate outcome		
Report on the process and outcome to appropriate stakeholders and decisions makers		
Ensure transparency, and equity throughout engagement process		
Seek feedback on the process from participants		
Information was provided on how feedback was integrated or not integrated into the plan		
Variety of methods were used to gather input		
Multiple methods of advertisement/promotion were used		
Accessibility of process and products were considered and provided		
Levels of community engagement decided on?		
Steps taken to ensure that impacted and underrepresented communities are included? List or describe.		

## Measurements of Effectiveness

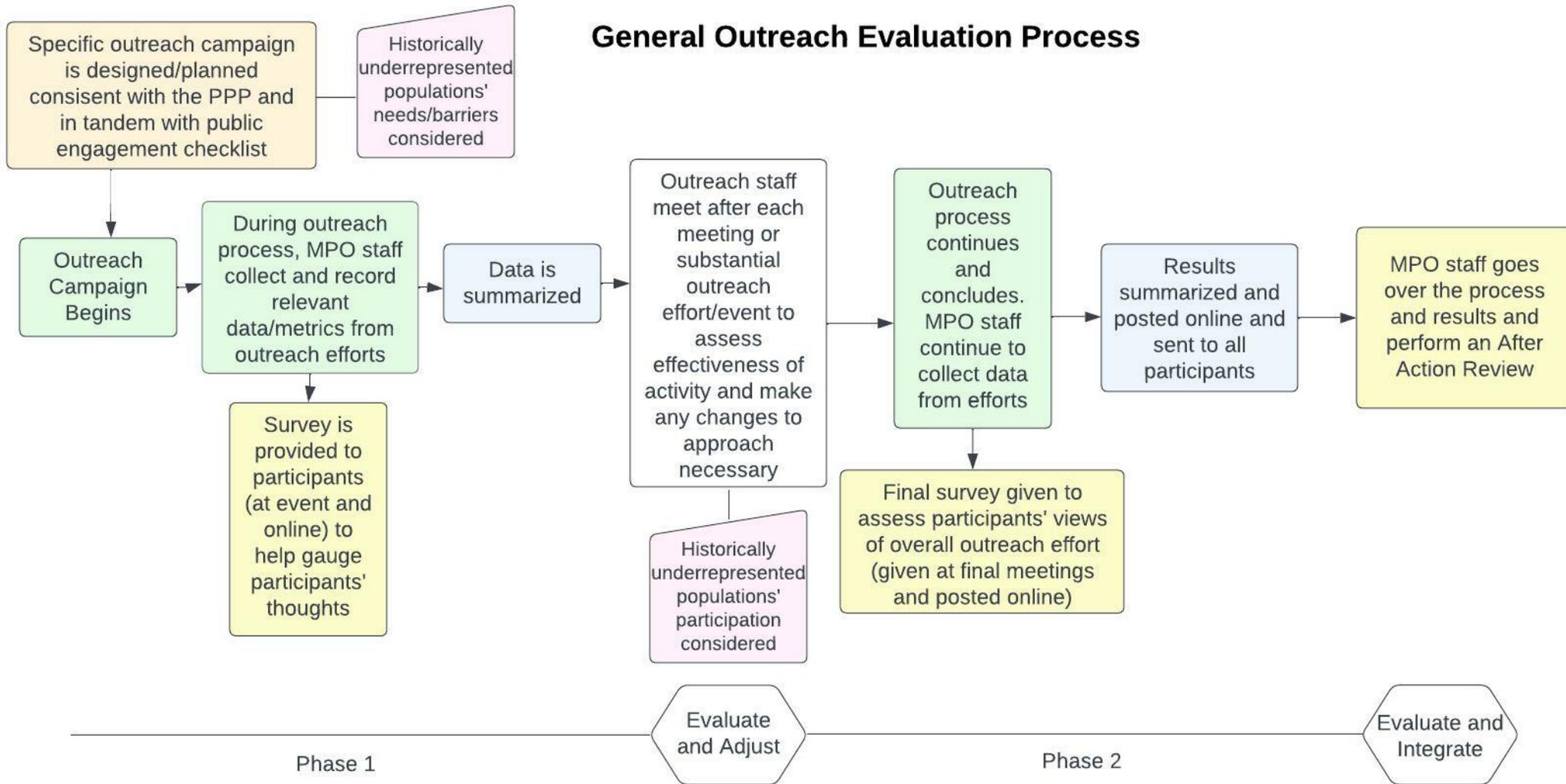
Outreach Measurements of Effectiveness Matrix

Quantitative Outputs*	Goal	Result	Goal met?	Method of Measurement	Remarks	Indicator of Importance**
Total number of people who attended all public meetings				Count of attendees		Inclusion
Number of project website hits				Website visit data		Inclusion
Number of community events attended during outreach				Staff count		Inclusion
Number of other groups' and organizations' meetings attended				Staff count		Inclusion
Number of survey responses collected				Survey data		Accessibility
Number of different zip codes of survey respondents				Survey data		Inclusion
Number of map comments made on interactive map				Map data		Accessibility
Number of draft commenters (public and agency)				Comments logged and counted		Inclusion
Number of Facebook followers at beginning and end of campaign				Number of followers recorded at beginning and end of campaign		Accessibility
Number of video views				Video views (recorded by YouTube)		Accessibility
Number of outreach efforts performed aimed at underrepresented groups				Count of efforts specifically aimed at unerrepresented groups		Targeted Engagement
Qualitative Outcomes*	Goal	Result	Goal met?	Method of Measurement	Remarks	Indicator of Importance**
Did most participants feel they had adequate notice of a public engagement activity?				Survey		Transparency and Clarity
Did most participants feel their input was valued?				Survey		Influence and Impact
Did input received affect the plan or outcomes? How so?				Staff review		Influence and Impact
Did most people feel public involvement opportunities start early enough and was of sufficient length?				Survey		Timing
Were any complaints received about the accessibility of the process or products?				Staff reporting		Accessibility

\*Outputs are and outcomes are recommended engagement metrics from the U.S. DOT's "Promising Practices for Meaningful Public Involvement in Transportation Decision-making" document. According to the document, "Outputs of an engagement activity can be assessed as soon as the activity is complete and are easily observable," and "Outcomes describe the changes in the planning process resulting from the outputs of an engagement activity."

\*\*Six key indicators important to the success of a community engagement effort according to the TRB project for the NCHRP on Measuring the Effectiveness of Public Involvement

## General Outreach Evaluation Process

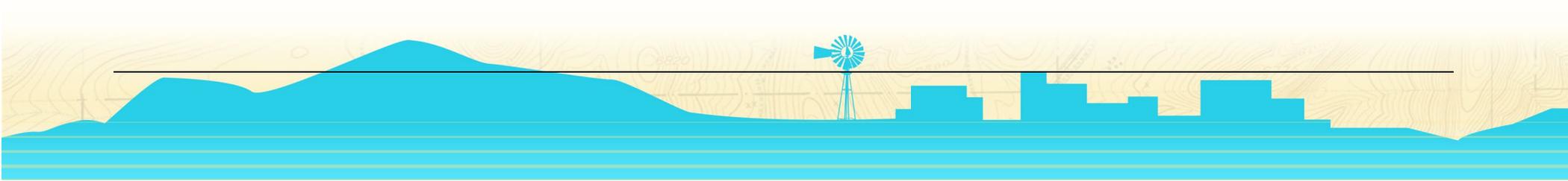




Mid-Region Metropolitan Planning Organization  
Mid-Region Council of Governments  
809 Copper Ave NW, Albuquerque, NM 87102  
[www.mrcog-nm.gov](http://www.mrcog-nm.gov)



*Appendix B*  
**RTPO Public Participation Plan**



## Public Participation Plan (PPP)

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The Mid-Region Rural Transportation Planning Organization (MRRTPO) Public Participation Plan (PPP) describes how MRRTPO communicates and distributes information to the public as well as how the public can interact and provide comments to MRRTPO. The needs of those traditionally underserved by the existing system will be sought and considered by MRRTPO.

Through its public involvement efforts, MRRTPO will strive to achieve the following Title VI:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and 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.

Title VI states that no person shall, on the ground of race, color, or national origin, be excluded from participation in, denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. MRRTPO will ensure that the input and feedback from all people will be considered in the development of RTPO planning documents and activities.

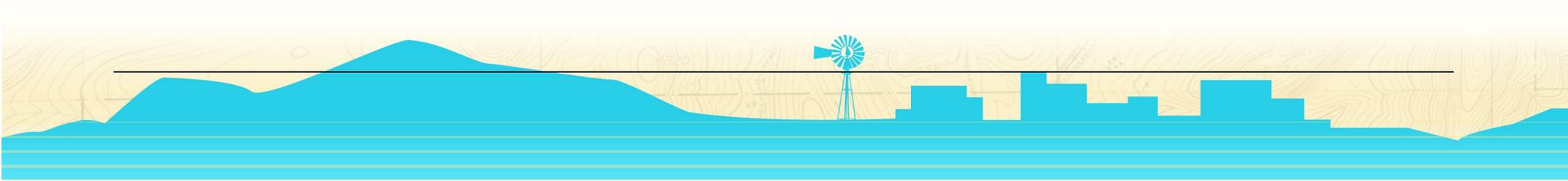
The following actions relating to Title VI are meant to reduce the barriers for participation in the decision-making process by low income, minority or disabled individuals.

1. When possible, public meetings will be held in locations that are accessible to disabled populations. Such locations include local government offices, community centers, senior centers and schools. Where possible, MRRTPO staff will meet at the locations of businesses, neighborhood groups, stakeholders, and other agencies.
2. Upon request, all MRRTPO work products and documents will be made available in alternative formats, including Braille, large type and languages other than English.
3. The following statement will be included in appropriate documents:

The Mid Region Council of Governments fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MRCOG Title VI Coordinator, Claudia Patricia Merlo at (505) 724-3651 or email [cpmerlo@mrcog-nm.gov](mailto:cpmerlo@mrcog-nm.gov).

Section VI of this plan describes the procedures on how members of the public can request additional information regarding the *MRRTPO* Title VI obligation. This section also identifies the procedures to be followed by members of the public to file a discrimination complaint against the *MRRTPO*.

4. The following statement will be included in all meeting announcements:



*Anyone requiring special accommodations is requested to please notify the MRCOG office at 247-1750 at least seven (7) days prior to the meeting.*

## **Communication and Notification to the Public**

MRRTPO informs the public about its meetings and opportunities for comment as well as milestones and outcomes of the meetings. The MRRTPO website hosts working drafts of the Regional Transportation Plan (RTP) and other documents as appropriate, and solicits comments from the public and stakeholders on the website via [RTPComments@mrcog-nm.gov](mailto:RTPComments@mrcog-nm.gov) and email information.

Public Meetings provide formal public input on issues and business of regional interest. In accordance with state law, MRRTPO publishes notices advertising public meetings in the local newspaper and on its website. MRRTPO may also issue news releases and highlight events on its website to promote participation at public meetings. Public meeting notices are published a minimum of 72 hours in advance, with the agenda items or topics for discussion. Public meeting notices include statements that MRRTPO will reasonably accommodate people with disabilities or limited English proficiency.

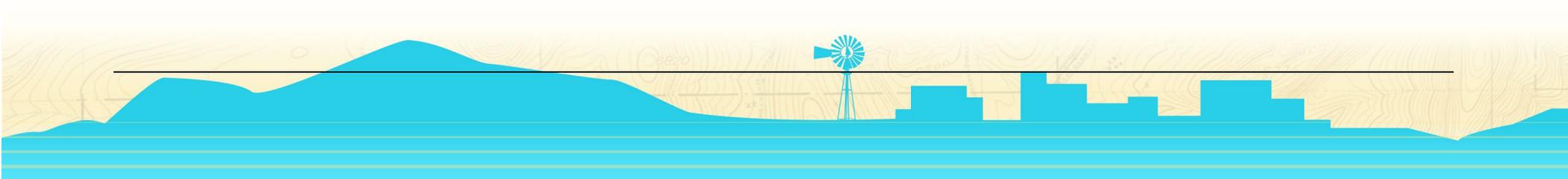
MRRTPO receives comment from stakeholders and the general public in multiple formats, including testimony, postal mail, email, voice mail, fax, and on forms provided for written or website comments. Guidelines for the content of accessible notices soliciting formal public comment are included under "Public Notices."

The MRRTPO will disseminate agenda and public meeting information to members of the public via accessible printed and electronic media, including postings on the MRRTPO website and in the Albuquerque Journal. Documents and agendas will be available at the MRCOG office at 809 Copper NW Albuquerque, NM 87102.

MRRTPO Committee Meetings are always open to the public and encourage stakeholders to provide public comments and observe the way it conducts its business. Committee meetings are listed on the MRCOG website and advertised in the Albuquerque Journal. They are held at the MRCOG building located at 809 Copper Avenue NW, Albuquerque, New Mexico, 87102. The building is ADA compliant and is accessible via several major transit routes.

## **Organization and Staff Responsibilities**

The Mid-Region Council of Governments (MRCOG) is an organization with several different departments and is governed by the MRCOG Board of Directors. The New Mexico Department of Transportation (NMDOT) contracts with MRCOG to provide transportation planning services to the non-metropolitan portion of the MRCOG region. The non-metropolitan portion of the region is known as the



Mid-Region Regional Transportation Planning Organization (MRRTPPO). MRRTPPO is a voluntary association of local governments and the New Mexico Department of Transportation (NMDOT) that provides a forum for members to meet, plan, and work together on issues related to transportation in the middle Rio Grande region. It is made up of municipalities, counties, and pueblos in the non-metropolitan portion of the region and acts as the state-required Regional Planning Organization for the area (Torrance, northwest Sandoval and southern Santa Fe Counties). Its membership consists of elected officials and their designated alternates. Federal and state agencies with a responsibility for transportation planning and programs in the region are also represented on this committee in an advisory, non-voting capacity.

### *MRRTPPO Staff*

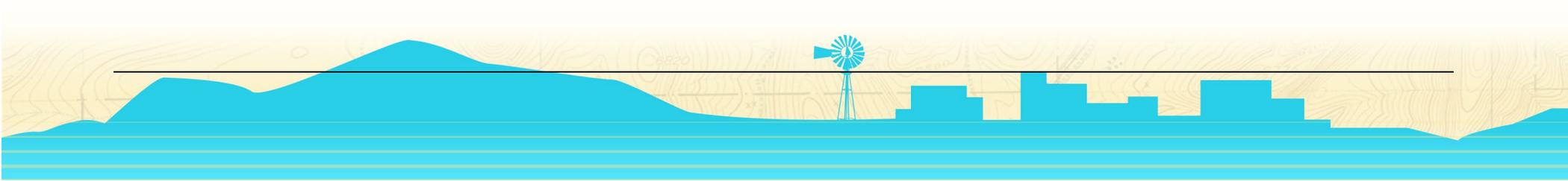
- Provide easily accessible information
- Identify parties likely to be affected by or interested in an MRRTPPO decision
- Informing affected or interested parties about ways that they may participate
- Identifying opportunities to increase public participation
- Implementing public participation strategies
- Responding to public comment
- Informing the MRRTPPO of public sentiment.

### *Education and Outreach Meetings*

MRRTPPO implements a variety of face-to-face and interactive opportunities to ensure meaningful public participation and promote full understanding of MRRTPPO initiatives. Education and outreach meetings provide information and may solicit input.

MRRTPPO records public responses or additional questions/concerns for later use by staff or the MRRTPPO Committee.

- Civic and Community Meetings – MRRTPPO provides updates to city councils and other elected bodies, and speakers on topics of interest to groups hosting meetings in the region. MRRTPPO representatives establish relationships with host organizations and may attend the organization’s meetings and events.
- Social Media – MRRTPPO staff uses social media to engage the public in its planning products.



## Regional Long Range Transportation Plan (RTP) Public Involvement Plan

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### Formats and Methodology

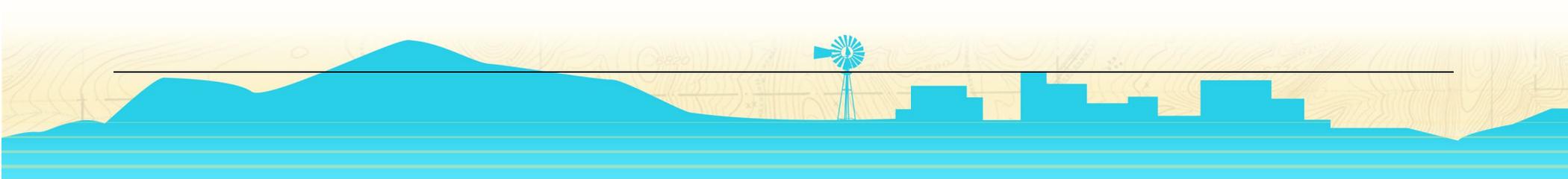
The goal of the public involvement program for this Regional Long Range Transportation Plan is to provide clear information to the public in a timely manner about the Plan and the planning process. In addition, public input will be responded to respectfully and the plan contents will be modified as appropriate to reflect public comment.

The process for public involvement program is as follows:

- Provide information to local media about the RTP and the points at which the public will be invited to comment
- Distribute public review information to MRRTPO Committee members and local governments for on-site review by citizens
- Provide a link to public review material on MRCOG's website. Identify the site in all materials pertaining to public review opportunities
- Provide formal public review opportunities at the following points in plan development
- RTP Recommendation
  - Approximately 30 day review period
  - Formal announcement that Plan has been completed and distribution of copies of completed Plan to local governments throughout the region
  - Thank you letters to all persons who commented on the Plan or participated in the planning process who provided names and addresses along with their input

### Comments

Comments received during the public review process for the draft plan were summarized and recommendations for addressing them were presented to the MRRTPO Committee at their August 9, 2015, meeting. The Committee approved the Plan with the recommended changes, and these changes have been incorporated into the present document. Table X <this table will come after public comments are received and organized. This table will be included in the final version of this RTP.> summarizes the comments received and the changes that were made in response.



## **ACCESS TO INFORMATION**

MRRTPO distributes policy documents and data sets that provide stakeholders and the general public with pertinent information about the planning and decision process. Copies of its draft and adopted policy and plan documents are typically provided free of charge upon request. Updates and revisions to draft documents, and comments made about them are posted on the MRCOG website.

## **VISUALIZATION TECHNIQUES**

MRRTPO provides a variety of information to help participants understand competing proposals, impacts, and possible outcomes related to complex regional transportation projects and plans. MRMPO staff will typically use one or more of the following techniques to help the public and shareholders understand issues:

- Aerial photographs, alone and with mapping overlays
- Photo simulations of proposed projects
- Photographs of existing projects comparable to those proposed
- “Before and After” photos, simulations, maps, diagrams, or drawings
- Graphs, tables, and charts that show various types of information including socioeconomic and demographic data; safety; usage statistics; and financial information.

Materials are made available for review at public meetings and stakeholder sessions and provided upon request.

## **EXPLICIT CONSIDERATION OF AND RESPONSE TO COMMENTS**

All comments are responded to in the manner in which they were received, i.e. comments received by mail are provided a mailed response, emailed comments an email response, and so forth. In addition, printouts or photocopies of all comments and staff response to them is included as part of the final RTP.



*Appendix C*  
**Complaint Form**

**Exhibit A**

**Sample Title VI Complaint Form (posted in MRMPO/RTPO Website and available from the MRMPO/RTPO Title VI Coordinator)**

**Contact Information**

---

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Discrimination Complaint**

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Nature of Discrimination Complaint: \_\_\_\_\_

Date of Alleged Incident: \_\_\_\_\_

You were discriminated because of:  Race  Color  National Origin  Other

**Explain as briefly and clearly as possible what happened, where it happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also attach any written material pertaining to your case:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Mid Region Council of Governments  
809 Copper NW, Albuquerque, NM 87102  
Phone: 505-247-1750 | Fax: 505-247-1753 | [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)

**Exhibit B**  
**Sample of Letter Acknowledging Receipt of**  
**Complaint**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Any City, NM 88888

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against Mid Region Council of Governments alleging

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An investigation will begin immediately. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by writing to the Mid Region Council of Governments, 809 Copper NW, Albuquerque, NM 87102.

Sincerely,

Claudia Patricia Merlo, Title VI  
Coordinator Mid Region Council of  
Governments 809 Copper NW  
Albuquerque, NM 87102

**Exhibit C**  
**Sample of Written Response - Complaint Not Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Anywhere, NM 88888

Dear Ms. Doe,

The matter referenced in your complaint of \_\_\_\_\_ (date) against the Mid Region Council of Governments (MRMPO/RTPO) alleging \_\_\_\_\_ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964 had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal assistance.

The MRMPO/RTPO has analyzed the materials and facts pertaining to your case for evidence of the district's failure to comply with any part of the civil rights law. There was no evidence that any part of the law had been violated. I, therefore, advise you that your complaint has not been substantiated and that I am closing this matter in our files.

You have the right to 1) appeal to the MRMPO/RTPO within seven (7) business days of receipt of this final written decision, and 2) file a complaint externally within 180 days from the date of the alleged discrimination with the Federal Transit Administration (FTA) of the U.S. Department of Transportation at:

Federal Transit Administration, Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, Fifth Floor – TRC  
1200 New Jersey Ave., SE  
Washington, D.C. 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, please do not hesitate to contact me.

Sincerely,

Claudia Patricia Merlo, Title VI  
Coordinator Mid Region Council of  
Governments 809 Copper NW  
Albuquerque, NM 87102

**Exhibit D**  
**Sample of Written Response - Complaint Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Anywhere, NM 88888

Dear Ms. Doe,

The matter referenced in your complaint of \_\_\_\_\_ (date) against the Mid Region Council of Governments (MRMPO/RTPO) alleging \_\_\_\_\_ has been investigated.

Apparent violation (s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter, was/were identified. Efforts are underway to correct any and all deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. You may be hearing from our office, or from federal authorities, if your services should be needed during the administrative hearing process if required.

Sincerely,

Claudia Patricia Merlo, Title VI  
Coordinator Mid Region Council of  
Governments 809 Copper NW  
Albuquerque, NM 87102

## **Exhibit E**

### **Sample of Public Notification (posted in MRMPO/RTPO reception area, meeting rooms and public areas, including the MRMPO/RTPO website)**

The Mid Region Council of Governments (MRMPO/RTPO) is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or be subject to discrimination in the receipt of its services or programs on the basis of race, color, national origin or any other characteristics protected by law, including Title VI of the Civil Rights Act of 1964, as amended. Further, under the Americans with Disability Act (ADA) of 1990, no entity shall discriminate against an individual with a physical or mental disability in connection with the provision of transportation service. To obtain more information on the MRMPO/RTPO's nondiscrimination obligations or Title VI complaint procedure, please contact:

Claudia Patricia Merlo, Title VI  
Coordinator Mid Region Council of  
Governments  
809 Copper NW, Albuquerque, NM 87102  
505-247-1750

*For more information, visit our website at [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)*

## **Exhibit F**

### **Sample of Employee Title VI Notification (posted on MRMPO/RTPO's employee bulletin boards and public areas, also referenced in the MRMPO/RTPO Personal Policies)**

The Mid Region Council of Governments (MRMPO/RTPO) is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or be subject to discrimination in the receipt of its services or programs on the basis of race, color, national origin or any other characteristics protected by law, including Title VI of the Civil Rights Act of 1964, as amended. Further, under the Americans with Disability Act (ADA) of 1990, no entity shall discriminate against an individual with a physical or mental disability in connection with the provision of transportation service. If you feel you are being discriminated against at the workplace, you may contact your supervisor or the Human Resources Manager for more information about the Title VI Program and the complaint process.

All employees are expected to consider, respect, and observe this policy in their daily work and duties. If a customer approaches you with a question or complaint about disparate treatment, direct him or her to Title VI Coordinator, who can provide a copy of the Title VI Program and a Title VI Discrimination Complaint form.

*For more information, visit our website at [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)*



*Appendix D*  
**LEP Demographic Data**

## Exhibit G – Limited English Proficiency by Census Tract

**Estimates of the population 5 years old and over per Census tract who speak English less than “very well” (have limited English proficiency) by language spoken at home.**

Source: American Community Survey 2016-2020, Table C16001.

Note: Census tracts are in sorted in order of the highest percentage of LEP individuals. Tracts with a percentage of LEP individuals higher than the overall planning area average (>6.96%) are highlighted

County	Census Tract	Population 5 years and over	Spanish	French, Haitian, or Cajun	German or other West Germanic languages	Russian, Polish, or other Slavic languages	Other Indo-European languages	Korean	Chinese (incl. Mandarin, Cantonese)	Vietnamese	Tagalog (incl. Filipino)	Other Asian and Pacific Island languages	Arabic	Other and unspecified languages	Population 5 years and over with limited English proficiency	Percentage of tract population over 5 years old with limited English proficiency
Bernalillo	47.36	1,428	745	0	0	0	0	0	0	0	0	0	0	0	745	52.17
Bernalillo	7.15	2,104	904	0	0	0	0	0	0	0	0	0	0	0	904	42.97
Torrance	9,800	198	83	0	0	0	0	0	0	0	0	0	0	0	83	41.92
Valencia	9,703.07	3,276	1,063	0	0	0	0	0	0	0	0	0	0	0	1,063	32.45
Bernalillo	47.34	6,303	1,832	0	0	0	0	0	0	0	0	0	0	0	1,832	29.07
Bernalillo	47.35	1,777	478	0	0	0	0	0	0	0	0	0	0	0	478	26.90
Bernalillo	23.02	3,447	855	0	0	0	0	0	0	0	0	0	0	0	855	24.80
Sandoval	9,409	3,007	60	0	0	0	0	0	0	0	0	0	0	684	744	24.74
Bernalillo	45.02	3,681	874	0	0	0	0	0	0	0	0	0	0	18	892	24.23
Bernalillo	9.07	2,887	686	0	0	0	0	0	0	0	0	0	0	0	686	23.76
Bernalillo	47.15	4,849	1,146	0	0	0	0	0	0	0	0	0	0	0	1,146	23.63
Bernalillo	12.02	2,540	496	0	0	0	76	0	0	0	0	0	0	0	572	22.52
Bernalillo	45.01	3,239	723	0	0	0	0	0	0	0	0	0	0	0	723	22.32
Sandoval	9,406	1,918	4	0	0	0	0	0	0	0	0	0	0	419	423	22.05
Sandoval	109	2,381	520	0	0	0	0	0	0	0	0	0	0	0	520	21.84
Bernalillo	47.12	6,458	1,010	51	0	0	0	0	0	0	346	0	0	0	1,407	21.79
Sandoval	9,407	3,293	107	0	0	0	0	0	0	0	0	0	0	600	707	21.47
Sandoval	9,405	4,378	885	0	0	0	0	0	0	0	0	0	0	35	920	21.01
Bernalillo	13.00	4,118	847	0	0	0	0	0	0	0	0	0	0	0	847	20.57
Sandoval	112.00	2,765	51	0	0	0	10	0	0	0	0	141	0	357	559	20.22
Bernalillo	6.03	4,135	617	11	0	0	0	0	0	0	0	37	0	145	810	19.59
Bernalillo	40.01	4,796	914	0	0	0	0	0	0	0	0	0	0	0	914	19.06
Bernalillo	47.39	6,670	1,191	0	0	0	0	0	0	22	0	8	0	42	1,263	18.94
Bernalillo	47.38	5,728	1,033	0	0	0	13	0	11	6	0	0	0	0	1,063	18.56
Bernalillo	47.62	4,413	777	0	0	0	0	0	0	0	0	35	0	0	812	18.40

Bernalillo	23.03	2,773	500	0	0	0	0	0	0	0	0	0	0	0	500	18.03
Bernalillo	47.59	3,456	511	0	0	0	0	0	0	57	0	0	0	53	621	17.97
Bernalillo	23.01	2,357	402	0	0	0	0	0	0	0	0	0	0	0	402	17.06
Bernalillo	24.04	3,595	563	0	0	0	0	0	0	0	0	0	0	49	612	17.02
Bernalillo	9.04	3,872	558	0	0	0	0	0	0	89	0	0	0	0	647	16.71
Bernalillo	9.08	3,800	593	0	0	0	0	0	0	0	0	0	0	0	593	15.61
Valencia	9,701.01	4,090	539	0	8	0	0	0	0	0	0	15	0	76	638	15.60
Bernalillo	44.01	3,070	456	0	0	0	0	0	0	0	0	0	0	14	470	15.31
Bernalillo	46.03	4,080	613	0	0	0	0	0	0	0	0	0	0	0	613	15.02
Bernalillo	24.01	4,320	643	0	0	0	0	0	0	0	0	0	0	0	643	14.88
Bernalillo	43	5,082	706	0	11	0	0	0	0	0	0	0	0	34	751	14.78
Bernalillo	29	3,918	531	0	0	0	0	0	0	0	0	0	0	18	549	14.01
Bernalillo	34	3,706	492	0	0	0	0	9	0	0	0	0	0	14	515	13.90
Bernalillo	20	1,756	180	0	0	0	58	0	0	0	0	0	0	0	238	13.55
Bernalillo	44.02	3,393	439	0	0	0	0	0	0	0	0	19	0	0	458	13.50
Bernalillo	7.14	4,677	157	0	0	0	0	0	57	395	0	13	0	0	622	13.30
Bernalillo	15.00	2,295	267	0	0	0	35	0	0	0	0	0	0	0	302	13.16
Sandoval	105.03	3,450	387	0	0	0	0	0	0	0	0	0	0	57	444	12.87
Bernalillo	6.05	3,801	413	0	0	0	0	0	3	0	19	9	0	12	456	12.00
Sandoval	107.19	3,556	400	0	0	0	0	0	13	0	0	0	0	0	413	11.61
Bernalillo	7.18	3,969	357	0	0	10	0	0	0	81	0	0	12	0	460	11.59
Bernalillo	46.04	4,957	560	0	0	0	0	0	0	0	0	0	0	0	560	11.30
Bernalillo	7.17	2,034	192	15	0	0	0	0	0	0	0	0	0	0	207	10.18
Bernalillo	7.19	2,654	48	0	0	0	0	93	0	93	0	0	0	32	266	10.02
Valencia	9,703.04	3,851	377	0	0	0	0	0	0	0	0	0	0	0	377	9.79
Bernalillo	7.16	4,432	422	9	0	0	0	0	0	0	0	0	0	0	431	9.72
Valencia	9,711	1,502	139	0	0	0	0	0	0	0	0	0	0	0	139	9.25
Bernalillo	47.43	4,088	192	16	0	0	0	0	9	52	0	0	0	106	375	9.17
Sandoval	111.02	3,277	77	0	0	0	0	0	0	13	0	0	0	204	294	8.97
Valencia	9,704.05	3,305	180	0	0	0	0	0	0	0	0	0	0	115	295	8.93
Bernalillo	24.03	3,402	302	0	0	0	0	0	0	0	0	0	0	0	302	8.88
Bernalillo	30.01	4,747	383	0	0	0	0	0	0	0	0	0	0	28	411	8.66
Sandoval	9,410	1,735	19	0	0	0	0	0	0	0	0	0	0	131	150	8.65
Bernalillo	12.01	3,916	150	0	0	0	0	0	0	163	0	0	0	24	337	8.61
Sandoval	9,402	3,101	23	0	0	0	0	0	0	0	0	0	0	241	264	8.51
Bernalillo	5.04	1,354	115	0	0	0	0	0	0	0	0	0	0	0	115	8.49
Bernalillo	5.01	2,744	158	0	0	0	0	0	0	0	11	0	0	62	231	8.42
Bernalillo	47.33	5,784	485	0	0	0	0	0	0	0	0	0	0	0	485	8.39
Bernalillo	14	2,331	171	0	0	0	0	0	0	0	0	0	0	20	191	8.19
Bernalillo	47.61	1,405	114	0	0	0	0	0	0	0	0	0	0	0	114	8.11
Bernalillo	11.02	2,993	231	0	0	0	0	0	0	0	0	9	0	0	240	8.02
Bernalillo	47.13	6,750	536	0	0	0	0	0	0	0	0	0	0	0	536	7.94
Bernalillo	47.64	2,658	159	0	0	0	8	0	41	0	0	0	0	0	208	7.83
Bernalillo	37.22	6,861	134	0	0	0	84	0	132	106	11	0	63	0	530	7.72
Bernalillo	1.1	3,491	203	0	0	25	0	0	36	0	0	0	0	0	264	7.56
Sandoval	107.24	2,434	62	120	0	0	0	0	0	0	0	0	0	0	182	7.48

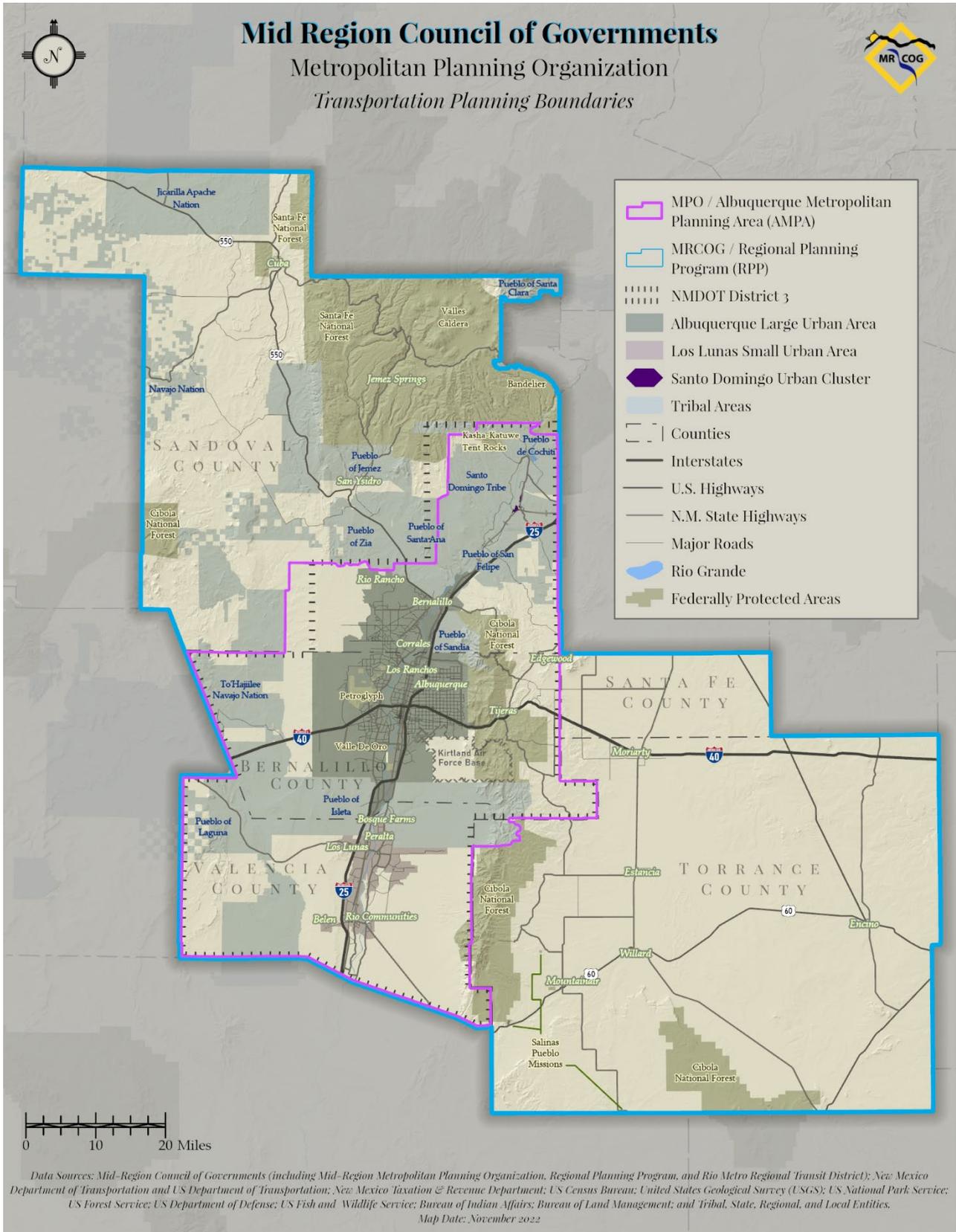
Valencia	9,709.01	5,151	361	0	12	0	0	0	0	0	0	0	0	3	376	7.30
Bernalillo	4.01	3,965	36	10	13	0	70	0	130	0	0	30	0	0	289	7.29
Valencia	9,703.06	3,178	230	0	0	0	0	0	0	0	0	0	0	0	230	7.24
<b>Bernalillo totals</b>	<b>NA</b>	<b>641,168</b>	<b>37,148</b>	<b>342</b>	<b>143</b>	<b>241</b>	<b>1,111</b>	<b>337</b>	<b>1,155</b>	<b>2,105</b>	<b>580</b>	<b>561</b>	<b>455</b>	<b>1,369</b>	<b>45,547</b>	<b>7.10</b>
Bernalillo	47.42	5,858	341	0	0	0	0	73	0	0	0	0	0	0	414	7.07
Sandoval	107.13	5,196	365	0	0	0	0	0	0	0	0	0	0	0	365	7.02
<b>Valencia totals</b>	<b>NA</b>	<b>72,344</b>	<b>4,651</b>	<b>0</b>	<b>59</b>	<b>14</b>	<b>18</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>15</b>	<b>0</b>	<b>243</b>	<b>5,032</b>	<b>6.96</b>
Bernalillo	49	3,345	85	0	0	0	22	10	89	0	0	23	0	0	229	6.85
Bernalillo	47.6	3,959	194	0	0	0	4	0	0	0	0	0	72	0	270	6.82
Bernalillo	37.33	3,063	123	0	0	0	0	0	0	0	0	0	67	15	205	6.69
Valencia	9,703.05	2,323	155	0	0	0	0	0	0	0	0	0	0	0	155	6.67
Bernalillo	37.23	5,916	362	0	0	0	21	0	0	0	0	9	0	0	392	6.63
<b>Sandoval totals</b>	<b>NA</b>	<b>137,262</b>	<b>5,369</b>	<b>127</b>	<b>55</b>	<b>0</b>	<b>99</b>	<b>5</b>	<b>27</b>	<b>45</b>	<b>69</b>	<b>269</b>	<b>26</b>	<b>2,964</b>	<b>9,055</b>	<b>6.60</b>
Bernalillo	1.23	3,926	152	0	0	0	0	0	0	0	25	0	58	23	258	6.57
Bernalillo	9,406.02	1,980	54	0	0	0	0	0	0	0	0	0	0	76	130	6.57
Bernalillo	48	3,738	234	0	0	0	0	0	0	0	0	0	0	9	243	6.50
Bernalillo	47.49	4,667	285	0	0	0	0	0	0	0	0	12	0	6	303	6.49
Sandoval	111.01	3,245	16	0	0	0	0	0	0	0	0	0	0	192	208	6.41
Bernalillo	32.01	2,702	172	0	0	0	0	0	0	0	0	0	0	0	172	6.37
Bernalillo	7.12	3,691	103	0	0	0	0	0	77	37	10	0	0	6	233	6.31
Bernalillo	9.06	3,246	114	0	0	0	55	0	0	0	0	0	0	35	204	6.28
Bernalillo	2.08	2,630	135	0	0	0	0	0	0	30	0	0	0	0	165	6.27
Bernalillo	38.04	5,329	332	0	0	0	0	0	0	0	0	0	0	0	332	6.23
Valencia	9,709.02	1,459	90	0	0	0	0	0	0	0	0	0	0	0	90	6.17
Bernalillo	37.4	5,076	311	0	0	0	0	0	0	0	0	0	0	0	311	6.13
Bernalillo	36	7,257	436	0	0	0	0	0	0	0	0	0	0	0	436	6.01
Valencia	9,704.04	4,916	274	0	0	0	18	0	0	0	0	0	0	0	292	5.94
Bernalillo	37.36	2,159	121	0	0	0	7	0	0	0	0	0	0	0	128	5.93
Valencia	9,703.02	2,971	176	0	0	0	0	0	0	0	0	0	0	0	176	5.92
Bernalillo	47.23	6,798	114	0	0	0	0	0	0	260	0	21	0	0	395	5.81
Bernalillo	6.01	3,878	40	10	33	0	1	0	0	50	0	78	0	11	223	5.75
Bernalillo	37.46	5,024	54	0	0	0	0	0	0	234	0	0	0	0	288	5.73
Bernalillo	1.29	3,675	135	0	0	0	0	0	0	65	8	0	0	0	208	5.66
Bernalillo	2.06	3,054	139	8	0	0	0	0	0	0	20	0	0	0	167	5.47
Bernalillo	47.37	7,353	396	0	0	0	0	0	0	0	0	0	0	0	396	5.39
Sandoval	107.14	4,360	223	0	0	0	0	0	0	0	0	9	0	0	232	5.32
Sandoval	107.21	4,365	216	0	9	0	0	0	0	0	4	0	0	0	229	5.25
Sandoval	107.32	6,364	223	0	0	0	56	0	0	0	27	7	18	0	331	5.20
Bernalillo	47.55	3,104	115	0	0	0	31	0	14	0	0	0	0	0	160	5.15
Sandoval	107.25	7,178	298	0	0	0	0	0	0	0	23	47	0	0	368	5.13
Bernalillo	47.29	3,920	183	0	0	0	0	0	17	0	0	0	0	0	200	5.10
Bernalillo	47.16	1,926	67	0	0	0	0	0	0	0	0	0	0	29	96	4.98
Bernalillo	7.04	3,437	137	0	0	0	0	17	0	0	0	0	0	15	169	4.92
Bernalillo	9.05	1,712	82	0	0	0	0	0	0	0	0	0	0	0	82	4.79

Bernalillo	47.28	4,681	103	0	0	0	57	0	0	61	0	0	0	0	221	4.72
Bernalillo	37.26	2,115	43	0	0	0	44	0	12	0	0	0	0	0	99	4.68
Bernalillo	47.27	1,858	72	0	0	0	0	0	0	0	0	0	0	15	87	4.68
Valencia	9,414	2,846	105	0	0	0	0	27	0	0	0	0	0	0	132	4.64
Bernalillo	37.43	6,071	64	29	0	19	0	0	36	16	0	116	0	0	280	4.61
Bernalillo	2.04	3,335	97	0	0	0	0	0	0	16	0	0	0	39	152	4.56
Sandoval	107.05	5,221	236	0	0	0	0	0	0	0	0	0	0	0	236	4.52
Bernalillo	37.37	2,704	5	0	0	8	21	44	43	0	0	0	0	0	121	4.47
Bernalillo	1.24	4,087	162	0	0	0	0	0	0	0	0	0	0	20	182	4.45
Sandoval	107.31	6,839	211	0	14	0	5	5	0	32	0	36	0	0	303	4.43
Bernalillo	37.18	2,413	22	0	0	0	0	0	19	15	8	27	0	15	106	4.39
Valencia	9,704.01	5,103	221	0	0	0	0	0	0	0	0	0	0	0	221	4.33
Bernalillo	47.63	4,799	101	0	0	0	14	0	0	0	0	0	0	87	202	4.21
Bernalillo	9,805	1,665	70	0	0	0	0	0	0	0	0	0	0	0	70	4.20
Bernalillo	17.02	2,569	53	14	0	0	33	0	0	0	0	0	0	7	107	4.17
Bernalillo	2.03	1,816	13	0	3	0	6	0	0	0	0	6	47	0	75	4.13
Valencia	9,403	1,493	12	0	0	0	0	0	0	0	0	0	0	49	61	4.09
Santa Fe	103.11	4,871	168	0	0	0	0	0	0	0	0	0	0	30	198	4.06
Sandoval	107.33	4,857	192	0	0	0	0	0	0	0	0	0	0	0	192	3.95
Bernalillo	30.02	3,919	114	0	22	0	0	0	0	0	0	0	0	15	151	3.85
Bernalillo	7.13	5,366	141	13	0	0	14	0	0	0	0	0	0	37	205	3.82
Bernalillo	47.44	6,109	196	0	0	0	35	0	0	0	0	0	0	0	231	3.78
Bernalillo	1.21	5,315	86	39	0	0	0	0	11	0	0	22	0	41	199	3.74
Sandoval	107.22	5,744	205	0	0	0	0	0	0	0	0	0	8	0	213	3.71
Bernalillo	2.05	2,921	39	0	17	0	0	12	24	0	0	0	0	14	106	3.63
Valencia	9,708	4,877	138	0	39	0	0	0	0	0	0	0	0	0	177	3.63
Bernalillo	22	3,050	97	0	0	0	0	0	7	0	0	0	0	0	104	3.41
Bernalillo	37.29	2,075	26	0	0	0	9	0	26	0	8	0	0	0	69	3.33
Torrance	9,632.02	3,172	105	0	0	0	0	0	0	0	0	0	0	0	105	3.31
Valencia	9,707.01	5,010	166	0	0	0	0	0	0	0	0	0	0	0	166	3.31
Valencia	9,701.04	3,434	107	0	0	0	0	0	0	0	5	0	0	0	112	3.26
Sandoval	107.15	3,668	71	7	0	0	17	0	0	0	0	0	0	23	118	3.22
Valencia	9,710	4,360	138	0	0	0	0	0	0	0	0	0	0	0	138	3.17
<b>Torrance totals</b>	<b>NA</b>	<b>14,731</b>	<b>460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>460</b>	<b>3.12</b>
Bernalillo	1.08	2,695	17	0	9	0	16	0	19	0	0	23	0	0	84	3.12
Bernalillo	37.15	3,754	42	0	0	0	58	0	15	0	0	0	0	0	115	3.06
Bernalillo	1.28	3,443	49	8	0	0	0	0	38	0	0	9	0	0	104	3.02
Bernalillo	11.01	4,528	26	24	0	86	0	0	0	0	0	0	0	0	136	3.00
Bernalillo	1.16	2,813	84	0	0	0	0	0	0	0	0	0	0	0	84	2.99
<b>Santa Fe totals</b>	<b>NA</b>	<b>10,395</b>	<b>260</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>30</b>	<b>300</b>	<b>2.89</b>							
Bernalillo	2.07	2,622	52	0	0	0	0	0	0	0	11	0	9	2	74	2.82
Bernalillo	47.26	2,174	53	0	0	0	0	0	0	0	0	0	0	8	61	2.81
Bernalillo	47.22	4,841	89	7	0	0	0	0	0	28	0	0	0	10	134	2.77
Bernalillo	37.17	5,066	0	0	0	0	140	0	0	0	0	0	0	0	140	2.76
Bernalillo	47.47	4,643	30	0	0	0	16	0	31	0	15	0	36	0	128	2.76

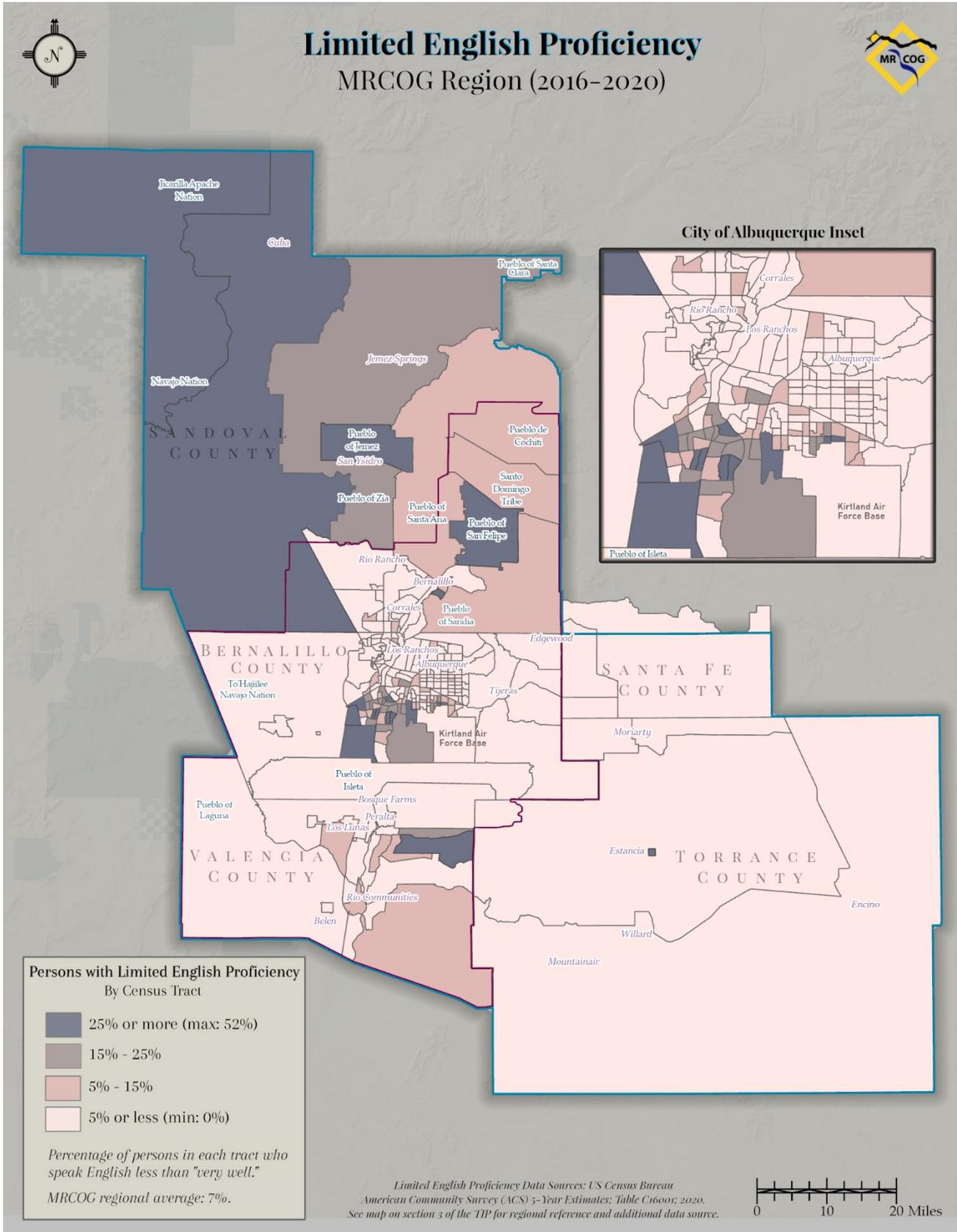
Bernalillo	37.3	4,311	42	0	0	0	0	0	56	19	0	0	0	0	117	2.71
Torrance	9,636.01	5,912	160	0	0	0	0	0	0	0	0	0	0	0	160	2.71
Bernalillo	32.02	4,167	94	18	0	0	0	0	0	0	0	0	0	0	112	2.69
Bernalillo	1.17	2,356	39	0	0	0	0	13	0	0	0	0	11	0	63	2.67
Bernalillo	7.20	4,096	85	0	0	0	24	0	0	0	0	0	0	0	109	2.66
Bernalillo	1.12	2,008	10	0	4	0	0	0	0	25	0	14	0	0	53	2.64
Bernalillo	1.18	2,366	55	0	0	0	0	0	0	7	0	0	0	0	62	2.62
Valencia	9,701.03	3,052	79	0	0	0	0	0	0	0	0	0	0	0	79	2.59
Bernalillo	37.25	3,896	100	0	0	0	0	0	0	0	0	0	0	0	100	2.57
Bernalillo	47.50	5,874	134	0	0	0	0	0	0	0	0	0	14	0	148	2.52
Bernalillo	47.56	3,853	48	0	14	0	0	15	20	0	0	0	0	0	97	2.52
Sandoval	107.26	5,423	124	0	11	0	0	0	0	0	0	0	0	0	135	2.49
Bernalillo	1.27	2,345	8	0	0	0	0	0	8	0	0	0	41	0	57	2.43
Bernalillo	18	1,881	14	17	0	0	0	2	4	0	0	0	8	0	45	2.39
Bernalillo	9,407	2,613	8	0	0	0	0	0	0	0	0	0	0	53	61	2.33
Bernalillo	38.07	4,752	108	0	0	0	0	0	0	0	0	0	0	0	108	2.27
Sandoval	107.02	7,668	130	0	9	0	0	0	0	0	0	29	0	2	170	2.22
Santa Fe	103.12	4,309	84	0	10	0	0	0	0	0	0	0	0	0	94	2.18
Bernalillo	9,406.01	8,883	131	0	0	0	23	0	21	0	0	13	0	0	188	2.12
Torrance	9,632.01	3,463	73	0	0	0	0	0	0	0	0	0	0	0	73	2.11
Bernalillo	1.25	3,810	5	0	0	0	7	5	8	55	0	0	0	0	80	2.10
Valencia	9,702	3,504	57	0	0	14	0	0	0	0	0	0	0	0	71	2.03
Bernalillo	37.19	5,116	42	0	0	0	0	0	9	0	33	0	17	1	102	1.99
Sandoval	107.12	4,763	69	0	12	0	0	0	14	0	0	0	0	0	95	1.99
Bernalillo	47.57	5,764	104	0	10	0	0	0	0	0	0	0	0	0	114	1.98
Valencia	9,713.01	1,717	34	0	0	0	0	0	0	0	0	0	0	0	34	1.98
Torrance	9,637	1,986	39	0	0	0	0	0	0	0	0	0	0	0	39	1.96
Bernalillo	5.03	3,485	23	18	0	0	0	0	16	0	0	0	0	9	66	1.89
Bernalillo	3	5,959	63	0	0	0	35	0	14	0	0	0	0	0	112	1.88
Bernalillo	35.01	5,602	104	0	0	0	0	0	0	0	0	0	0	0	104	1.86
Bernalillo	37.38	4,667	31	0	0	29	0	26	1	0	0	0	0	0	87	1.86
Bernalillo	47.52	3,801	30	0	0	0	11	0	6	0	0	0	0	22	69	1.82
Bernalillo	38.03	3,255	50	0	0	0	0	0	0	0	7	0	0	0	57	1.75
Bernalillo	21	1,487	0	0	0	0	0	0	0	0	0	0	0	25	25	1.68
Bernalillo	1.20	2,890	47	0	0	0	0	0	0	0	0	0	0	0	47	1.63
Bernalillo	31	2,529	33	8	0	0	0	0	0	0	0	0	0	0	41	1.62
Bernalillo	37.31	3,784	9	4	0	4	0	0	36	0	0	0	0	7	60	1.59
Bernalillo	4.02	3,121	11	0	0	0	9	0	0	29	0	0	0	0	49	1.57
Bernalillo	1.11	3,045	0	0	0	0	0	0	0	47	0	0	0	0	47	1.54
Bernalillo	37.42	4,726	27	0	0	45	0	0	0	0	0	0	0	0	72	1.52
Bernalillo	37.28	4,023	54	0	0	0	0	0	0	0	0	0	0	6	60	1.49
Bernalillo	46.02	3,766	55	0	0	0	0	0	0	0	0	0	0	0	55	1.46
Bernalillo	47.53	3,844	48	8	0	0	0	0	0	0	0	0	0	0	56	1.46
Bernalillo	1.26	2,277	17	0	0	0	0	0	0	9	0	0	0	6	32	1.41
Sandoval	107.34	5,386	75	0	0	0	0	0	0	0	0	0	0	0	75	1.39
Sandoval	107.29	7,190	97	0	0	0	0	0	0	0	0	0	0	0	97	1.35

Bernalillo	37.12	5,492	26	0	0	0	0	18	15	0	14	0	0	0	73	1.33
Bernalillo	37.41	1,966	0	0	0	0	0	0	26	0	0	0	0	0	26	1.32
Bernalillo	9,800	3,823	16	0	0	0	0	0	0	0	34	0	0	0	50	1.31
Bernalillo	37.07	4,402	35	0	0	0	17	0	0	0	0	0	0	0	52	1.18
Bernalillo	47.54	4,799	1	0	0	13	14	0	0	0	0	0	0	26	54	1.13
Bernalillo	37.24	3,048	34	0	0	0	0	0	0	0	0	0	0	0	34	1.12
Valencia	9,802	900	10	0	0	0	0	0	0	0	0	0	0	0	10	1.11
Bernalillo	27.00	3,922	27	0	0	0	0	0	16	0	0	0	0	0	43	1.10
Bernalillo	35.02	4,890	54	0	0	0	0	0	0	0	0	0	0	0	54	1.10
Bernalillo	47.24	2,901	0	0	0	0	0	0	0	19	0	13	0	0	32	1.10
Bernalillo	9,405	2,902	9	0	0	2	19	0	2	0	0	0	0	0	32	1.10
Bernalillo	47.25	3,819	41	0	0	0	0	0	0	0	0	0	0	0	41	1.07
Bernalillo	1.14	3,367	30	5	0	0	0	0	0	0	0	0	0	0	35	1.04
Sandoval	106.02	3,876	15	0	0	0	11	0	0	0	0	0	0	13	39	1.01
Bernalillo	37.45	1,536	15	0	0	0	0	0	0	0	0	0	0	0	15	0.98
Bernalillo	1.15	3,070	26	0	0	0	0	0	0	0	0	0	0	0	26	0.85
Bernalillo	1.09	2,209	4	0	0	0	4	0	0	10	0	0	0	0	18	0.81
Bernalillo	7.11	4,385	16	0	0	0	0	0	0	9	0	0	0	8	33	0.75
Bernalillo	37.39	2,026	0	0	0	0	0	0	0	0	0	15	0	0	15	0.74
Sandoval	107.28	2,168	0	0	0	0	0	0	0	0	15	0	0	0	15	0.69
Santa Fe	103.10	1,215	8	0	0	0	0	0	0	0	0	0	0	0	8	0.66
Bernalillo	47.45	6,249	39	0	0	0	0	0	0	0	0	0	0	0	39	0.62
Bernalillo	38.05	2,399	13	0	0	0	0	0	0	0	0	0	0	0	13	0.54
Bernalillo	1.13	3,130	16	0	0	0	0	0	0	0	0	0	0	0	16	0.51
Bernalillo	47.58	3,663	18	0	0	0	0	0	0	0	0	0	0	0	18	0.49
Bernalillo	1.07	2,428	11	0	0	0	0	0	0	0	0	0	0	0	11	0.45
Bernalillo	1.19	1,736	0	0	7	0	0	0	0	0	0	0	0	0	7	0.40
Bernalillo	17.01	1,671	6	0	0	0	0	0	0	0	0	0	0	0	6	0.36
Sandoval	106.01	4,452	8	0	0	0	0	0	0	0	0	0	0	6	14	0.31
Bernalillo	1.22	4,138	12	0	0	0	0	0	0	0	0	0	0	0	12	0.29
Bernalillo	47.20	3,492	8	0	0	0	0	0	0	0	0	0	0	0	8	0.23
Bernalillo	37.44	1,129	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Bernalillo	38.06	3,295	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Bernalillo	9,408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Bernalillo	9,803	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Bernalillo	9,806	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Sandoval	107.27	2,320	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Sandoval	107.30	1,684	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Sandoval	9,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Valencia	9,801	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Valencia	9,803	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Valencia	9,804	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00

# Exhibit H Mid-Region Council of Governments Planning Area



# Exhibit I Census Tracts with High Percentages of Limited English Proficiency (LEP) Individuals



Task 1, Step 2: Become familiar with data from the U.S. Census.

The American Community Survey collects the estimated number of people who speak languages other than English and who report to speak English less than “very well.” The numbers of LEP individuals by language spoken are listed in Table 1 for the MRMPO/RTPO planning areas.

Table 1. American Community Survey 2016-2020 Estimates for Language Spoken at Home for Population 5 Years and Older (Table C16001)

Primary Language	AMPA Pop. over 5 years Old who Speak English Less Than "Very Well"	Percentage of Albuquerque Metro Planning Area Population 5yrs old and over (840,703)	RTPO Pop. over 5 years Old who Speak English Less Than "Very Well"	Percentage of Rural Transportation Planning Area Population 5yrs old and over (35,197)
Spanish	46,533	5.54%	1,355	3.85%
French, Haitian, or Cajun	469	0.06%	0	0.00%
German or Other West Germanic language	257	0.03%	10	0.03%
Russian, Polish, or Other Slavic language	255	0.03%	0	0.00%
Other Indo-European language	1,218	0.14%	10	0.03%
Korean	369	0.04%	0	0.00%
Chinese (incl. Mandarin & Cantonese)	1,182	0.14%	0	0.00%
Vietnamese	2,150	0.26%	0	0.00%
Tagalog (incl. Filipino)	654	0.08%	0	0.00%
Other Asian and Pacific Island language	704	0.08%	141	0.40%
Arabic	481	0.06%	0	0.00%
Other and unspecified language	3,116	0.37%	1,490	4.23%
<b>Totals</b>	<b>57,388</b>	<b>6.83%</b>	<b>3,006</b>	<b>8.54%</b>

The three largest groups of Limited English Proficiency individuals speak Spanish, Vietnamese, and Other unspecified languages (most concentrated in tribal areas with speakers of Navajo and Pueblo indigenous languages). Data by Census tract is shown in Exhibit G.

Task 1, Step 2A: Identify the geographic boundaries of the area that your agency serves.

MRMPO/RTPO’s planning area includes all of Sandoval, Bernalillo, Valencia, and Tarrant Counties, as well

as a portion of Santa Fe County (the Town of Edgewood). A map showing the planning areas is in Exhibit H.

Task 1, Step 2B: Obtain Census data on LEP population in your planning area.

Table 1 contains Census data on English proficiency in the MRMPO/RTPO planning areas. The 2016-2020 5-Year American Community Survey, asks respondents if they speak a language other than English at home, then asks those who do to specify which language. These respondents are also asked to self-report how well they speak English, so these terms are up to individual interpretation: “Very Well”, “Well”, “Not Well” and “Not at All.” Following the *“Implementing the Department of Transportation’s Policy Guidance Concerning Recipients’ Responsibilities to LEP Persons”*, a LEP person is one that reports on American Community Survey as speaking English “less than Very Well” (speaking English “Not Well” or “Not at All”).

Task 1, Step 2C: Analyze the data you have collected.

In the MRMPO planning area, approximately 8.5%, and in the RTPO, 6.8% of the population are LEP individuals. The majority of LEP individuals in the AMPA (46,533 out of 57,388 or 81.1%) speak Spanish. The next most common language spoken by LEP individuals is “Other and Unspecified languages” (3,116 out of 57,388 or 5.4%).

Task 1, Step 2D: Identify any concentrations of LEP persons within your planning area.

The MRMPO Albuquerque Metro Planning Area has concentrations of LEP individuals primarily in the South Valley, the International District portions of the Albuquerque metropolitan area, as well as the Town of Bernalillo, San Felipe Pueblo, and the Meadow Lake area of Valencia County. In the RTPO planning area, concentrations of LEP populations are located primarily in the Sandoval County rural areas containing portions of the Jicarilla Apache Nation, Navajo Nation, and Pueblos of Jemez, Zia, and Laguna.

Task 1 Step 3: Consult state and local sources of data.

In the Fall of 2021, the ETC Institute conducted an on-board origin-destination survey on behalf of ABQ Ride of 2,229 passengers of fixed bus routes. This included 1,403 weekday passenger surveys and 826 weekend surveys collected.

The results showed that passengers that speak other languages at home for both weekday and weekend are identical with one quarter (25%) of the passengers speaking another language at home other than English. Both weekday and weekend surveys show that Spanish is the main non-English language spoken at home at seventy-six percent. The majority (80%) of passengers that speak other languages at home also speak English very well.

Respondents who did not have time to complete the survey during their bus trip, or who spoke a language different from the interviewer, were given the option of providing their phone numbers to conduct the survey at another time. Those who provided their phone numbers for call backs were then contacted by ETC Institute’s call center to complete the survey. Interviewers that spoke the preferred language of the passenger translated the English tablet version of the survey during the interview and indicated which language the interview was conducted in. A total of fifty-five weekday surveys were conducted in Spanish and twenty-two weekend surveys were conducted in Spanish.

One quarter (25%) of passengers speak another language other than English at home. Of those passengers that speak other languages, seventy-six percent speak Spanish as shown in table 22 A. Table 22 shows the percentage of passengers that speak other languages at home.

Table 2 – Other Languages Spoke at Home (Other than English)

Do you speak a language other than English at home?	Weight Factor (%)
Yes	24.6%
No	75.4%

Table 3– Languages Spoken at Home (Other than English)

Language respondent speaks at home other than English (Weekday Ridership)	Weight Factor (%)
Other	1.7%
Korean	0.8%
Russian	0.5%
Spanish	75.7%
Vietnamese	0.4%
Navajo	11.4%
Chinese, Mandarin	1.5%
Haitian Creole French	0.5%
Hindi	1.4%
Arabic, Standard	0.2%
Swahili	0.2%
German	0.4%
French	0.8%
Tagalog	0.1%
Aramaic	0.6%
Belarusan	0.3%
Italian	0.5%
Japanese	0.4%
Portuguese	0.2%
Catalan	0.2%
Hebrew	0.6%
American Sign Language (ASL)	0.3%
Karaim	0.5%
Pashto, Central	0.3%
Filipino	0.1%
Dari	0.2%
Navarrese	0.3%

Out of the passengers that answered yes to speaking another language at home, eighty percent stated that they speak English very well. Table 4 shows passengers' English proficiency that answered yes to speaking another language at home.

Table 4 – English Proficiency (If Other Language Spoken at Home)

How well do you speak English?	Weight Factors (%)
Very well	79.7%

Well	3.9%
Less than well	12.3%
Not at all	4.1%

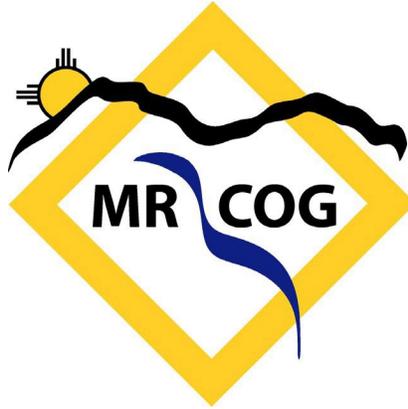
Task 1 Step 4: Reach out to community organizations that serve LEP persons.

MRMPO/RTPO works with several organizations that serve LEP persons. These are mostly community organizations, government organizations and religious organizations.

Task 1, Step 4A: Identify community organizations:

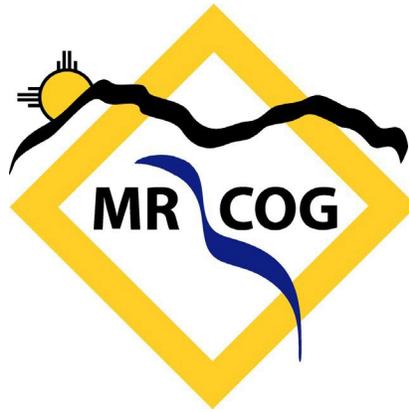
Specifically, the organizations the MRMPO/RTPO provide outreach and marketing efforts to include:

- The Partnership for a Healthy Torrance County
- Rio Metro
- Bike to Work Day
- CiQlovia
- NM Main street
- Encuentro Immigrant Resource Center
- Together 4 Brothers
- Greater Albuquerque Housing Partnership
- Tree New Mexico
- Health Equity Council
- Agricultura Network
- Urban ABQ
- The Wilderness Society
- International District Healthy Communities Coalition
- South Valley Main Street
- Adelante Wellness Referral Center
- Valle de Oro
- City of Albuquerque Esperanza Bike Education Center



*Appendix E*  
**Organizational Chart**





*Appendix F*

**MRMPO/RTPO and Executive  
Board Resolutions**

1 RESOLUTION  
2 of the  
3  
4 EXECUTIVE BOARD  
5 of the

6  
7 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO

8  
9 (R-23-01 MRCOG)

10  
11 **ADOPTING THE MID-REGION COUNCIL OF GOVERNMENTS**  
12 **TITLE VI PROGRAM (A.K.A. TITLE VI PLAN)**  
13

14  
15 WHEREAS, the Federal Transit Administration (FTA) of the United States  
16  
17 Department of Transportation (USDOT) requires the submission of a Title VI  
18  
19 Program once every three years; and

20  
21 WHEREAS, the Mid-Region Council of Governments (MRCOG) is committed  
22  
23 to a policy of non-discrimination and fulfilling the obligations of Title VI of the Civil  
24  
25 Rights Act of 1964 and other applicable laws; and

26  
27 WHEREAS, the attached Title VI Program has been prepared to meet that  
28  
29 requirement in order to ensure the continuation of the receipt of FTA funding; and

30  
31 WHEREAS, the MRCOG Executive Board adopted a Title VI Program (plan)  
32  
33 on March 13, 2014;

34  
35 NOW THEREFORE BE IT RESOLVED by the MRCOG Executive Board of  
36  
37 the Mid-Region Council of Governments of New Mexico that the *Mid-Region of*  
38  
39 *Governments Title VI Program Title VI Program* (ATTACHMENT A) is  
40  
41 hereby approved as it applies to FTA requirements and planning processes and  
42  
43 activities within the Mid-Region Council of Governments area; and

44  
45 BE IT FURTHER RESOLVED, the Executive Board of the Mid-Region

46  
47 Council of Governments certifies that all MRCOG planning processes and  
48

49 activities are being conducted in accordance with all applicable requirements of the  
50  
51 following:

- 52  
53 a). Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1)  
54 and 49 CFR part 21 and the Title VI assurance executed by each  
55 State under 23 U.S.C. 324 and 29 U.S.C. 794;  
56  
57
- 58  
59 b). 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color,  
60 creed, national origin, sex, or age in employment or business  
61 opportunity;  
62  
63
- 64  
65 c). Section 1101(b) of the Transportation Equity Act for the 21<sup>st</sup> Century (Pub.  
66 L. 105-178) regarding the involvement of Disadvantaged Business  
67 Enterprises in FHWA and FTA funded planning projects (Sec. 105(f),  
68 Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);  
69  
70
- 71  
72 d). 23 CFR part 230, regarding the implementation of an equal employment  
73 opportunity program on Federal and Federal-aid highway construction  
74 contracts;  
75  
76
- 77  
78 e). The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-  
79 336, 104 Stat. 327, as amended) and U. S. DOT implementing  
80 regulation;  
81  
82
- 83  
84 f). The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting dis-  
85 crimination on the basis of age in programs or activities receiving  
86 Federal financial assistance;  
87  
88
- 89  
90 g). Section 324 of title 23 U.S.C. regarding the prohibition of discrimination  
91 based on gender;  
92  
93
- 94  
95 h). Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR  
96

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part 27 regarding discrimination against individuals with disabilities;

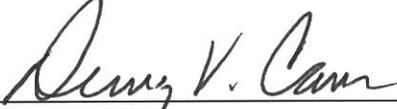
and

i). other applicable federal and state laws.

PASSED, APPROVED, AND ADOPTED this 13th day of April 2023 by  
the Executive Board of the Mid-Region Council of Governments of New Mexico.

  
Barbara Baca, Chair  
MRCOG Board of Directors

ATTEST:

  
Dewey V. Cave  
Executive Director Mid-Region Council of Governments

1 RESOLUTION

2 of the

3  
4 MID-REGION REGIONAL TRANSPORTATION PLANNING ORGANIZATION

5  
6 of the

7  
8 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO  
9 (R-23-01 MRRTPO)

10  
11  
12 **ADOPTING THE MRCOG/MRMPO TITLE VI PLAN**  
13

14 WHEREAS, the Regional Transportation Planning Organization (RTPO) Commit-  
15 tee is the governing body of the Mid-Region Regional Transportation Planning Organi-  
16 zation of the Mid-Region Council of Governments; and

17 WHEREAS, the RTPO Committee is the Mid-Region Regional Transportation Planning  
18 Organization (MRRTPO) for the Regional Transportation Planning Organization Area;  
19 and

20 WHEREAS, the RTPO Committee is responsible for carrying out the transportation  
21 planning process for the Regional Transportation Planning Organization Area; and

22 WHEREAS, the RTPO Committee is committed to a policy of non-discrimination and ful-  
23 filling the obligations of Title VI of the Civil Rights Act of 1964; and

24 WHEREAS the RTPO Committee is committed to compliance with the Americans with  
25 Disabilities Act of 1990.

26 NOW THEREFORE BE IT RESOLVED by the Regional Transportation Planning Organ-  
27 ization Committee of the Mid-Region Regional Transportation Planning Organization of  
28 the Mid-Region Council of Governments of New Mexico that the *Mid-Region Council*  
29 *of Governments Title VI Plan* (ATTACHMENT A) is hereby approved as it applies to the

30 transportation planning process and activities within the Regional Transportation Plan-  
31 ning Organization Area;

32 AND BE IT FURTHER RESOLVED, the Regional Transportation Planning Committee,  
33 in accordance with 23 CFR 450.334, certifies that the transportation planning process is  
34 being conducted in accordance with all applicable requirements of:

- 35 a) 23 U.S.C. 134 and 135, 49 U.S.C. Section 5303 through 5306 and 5323(1);
- 36 b) Sections 174 and 176(c) and (d) of the Clean Air Act as amended 42 U.S.C.  
37 7504, 7506(c) and (d) and 40 CFR part 93;
- 38 c) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and  
39 49 CFR part 21;
- 40 d) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed,  
41 national origin, sex, or age in employment or business opportunity;
- 42 e) Section 1101(b) of the SAFETEA-LU (Pub. Law 109-59) and 49 CFR part 26 regard-  
43 ing the involvement of disadvantaged business enterprises in  
44 USDOT funded projects;
- 45 f) 23 CFR part 230, regarding the implementation of an equal employment opportunity  
46 program on Federal and Federal-aid highway construction contracts;
- 47 g) the provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et*  
48 *seq.*) and 49 CFR parts 27, 37, and 38;
- 49 h) the Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on  
50 the basis of age in programs or activities receiving Federal financial assistance;
- 51 i) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based  
52 on gender; and

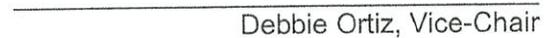
53 j) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27  
54 regarding discrimination against 50 individuals with disabilities.

55  
56 PASSED, ADOPTED, AND APPROVED this 20th day of April, by the Mid-Region  
57 Regional Transportation Planning Organization Committee of the Mid-Region Council of  
58 Governments.



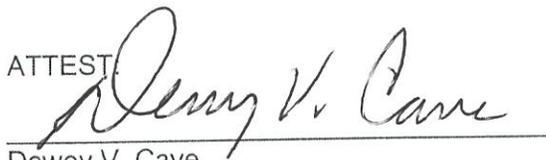
Daniel White., Chair  
Mid-Region Regional Transportation Planning Organization Committee

OR



Debbie Ortiz, Vice-Chair  
Mid-Region Regional Transportation Planning Organization Committee

ATTEST



Dewey V. Cave  
Executive Director Mid-Region Council of Governments

1 RESOLUTION  
2 of the  
3  
4 METROPOLITAN TRANSPORTATION BOARD  
5 of the  
6  
7 MID-REGION METROPOLITAN PLANNING ORGANIZATION  
8 of the  
9  
10 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO  
11  
12 (R-23-08 MTB)

13  
14 **ADOPTING THE MID-REGION COUNCIL OF GOVERNMENTS**  
15 **TITLE VI PROGRAM (A.K.A. TITLE VI PLAN) FOR THE**  
16 **MID-REGION METROPOLITAN PLANNING ORGANIZATION**  
17

18 WHEREAS, the Mid-Region Council of Governments (MRCOG) is the desig-  
19 nated Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan  
20 Planning Area (AMPA); and

21 WHEREAS, the Mid-Region Metropolitan Planning Organization (MRMPO) is  
22 a division of MRCOG established to conduct all metropolitan planning activities  
23 under 23 CFR 450; and

24 WHEREAS, the Metropolitan Transportation Board (MTB) is the Metropolitan  
25 Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA);  
26 and

27 WHEREAS, the MTB is responsible for carrying out the transportation planning  
28 process for the AMPA; and

29 WHEREAS, the MTB is committed to a policy of non-discrimination and fulfilling  
30 the obligations of Title VI of the Civil Rights Act of 1964 and other applicable laws; and

31 WHEREAS, the MTB adopted a Title VI Plan on October 18, 2013;

32 NOW THEREFORE BE IT RESOLVED by the Metropolitan Transportation Board

33 of the Mid-Region Council of Governments of New Mexico that the *Mid-Region Council*  
34 *of Governments Title VI Program* (ATTACHMENT A) is hereby approved as it applies to  
35 the transportation planning process and activities within the Albuquerque Metropolitan  
36 Planning Area;

37 AND BE IT FURTHER RESOLVED, the Metropolitan Transportation Board  
38 certifies that the transportation planning process is being conducted in accordance with  
39 all applicable requirements of the following:

- 40 a). Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and  
41 49 CFR part 21 and the Title VI assurance executed by each State under  
42 23 U.S.C. 324 and 29 U.S.C. 794;
- 43 b). 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed,  
44 national origin, sex, or age in employment or business opportunity;
- 45 c). Section 1101(b) of the Transportation Equity Act for the 21<sup>st</sup> Century (Pub. L.  
46 105-178) regarding the involvement of Disadvantaged Business  
47 Enterprises in FHWA and FTA funded planning projects (Sec. 105(f),  
48 Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);
- 49 d). 23 CFR part 230, regarding the implementation of an equal employment  
50 opportunity program on Federal and Federal-aid highway construction  
51 contracts;
- 52 e). The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-  
53 336, 104 Stat. 327, as amended) and U. S. DOT implementing regulation;
- 54 f). The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting  
55 discrimination on the basis of age in programs or activities receiving  
56 Federal financial assistance;

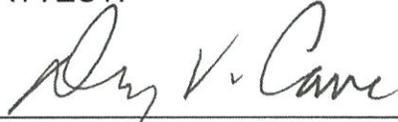
- 57 g). Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based  
58 on gender;  
59 h). Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR  
60 part 27 regarding discrimination against individuals with disabilities; and  
61 i). other applicable federal and state laws.

62 PASSED, APPROVED, AND ADOPTED this 21<sup>st</sup> day of April, 2023 by the  
63 Metropolitan Transportation Board of the Mid-Region Metropolitan Planning  
64 Organization of the Mid-Region Council of Governments of New Mexico.



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68 Klarissa Peña, Chairperson  
69 Metropolitan Transportation Board  
70

71 ATTEST:



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73  
74 Dewey V. Cave  
75 Dewey V. Cave  
76 Executive Director Mid-Region Council of Governments  
77 Executive Director Mid-Region Metropolitan Planning Organization