



FTA Title VI Program

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Chariton Valley Planning & Development Council  
RPA 17 - Planning Agency

Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

Revised 1.12.15

\*This program to be submitted every three years to the Iowa Department of Transportation,  
Office of Employee Services, Civil Rights Team.\*

Date: November 9, 2015

**Recipient Profile**

Recipient: Chariton Valley Planning & Development Council of Governments

Administrative Head: Nichole L. Moore Executive Director  
Name Title

Recipient Title VI Coordinator: Same  
Name Title

Address: 308 North 12<sup>th</sup> Street

City/State: Centerville, IA Zip Code/County: 52544 - Appanoose

Phone: 641-437-4359 Fax: 641-437-1161

Email:  
nmoore@charitonvalleyplanning.com

Website:  
www.charitonvalleyplanning.com

Has the recipient signed and submitted its Title VI Assurances? Yes X No \_\_\_\_\_

Has the recipient submitted its Title VI Program Plan? Yes X No \_\_\_\_\_

What strategies has your planning process developed for ensuring, demonstrating, and sustaining compliance with Title VI?

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# General Requirements

## 1.

Attach a copy of recipient's Title VI notice to the Public.

Required elements:

\_\_\_ A statement that the agency operates programs without regard to race, color, or national origin

\_\_\_ A description of the procedures that members of the public should follow in order to request additional information on the recipient's Title VI obligations

\_\_\_ A description of the procedures that members of the public shall follow in order to file a Title VI discrimination complaint against the recipient

List locations where the notice is posted:

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## 2.

Please attach a copy of the recipient's instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form.

Are complaint procedures and the complaint form posted on the recipient's website?  
Please provide the URL:

www.charitonvalleyplanning.com

Title VI information has not been uploaded to website because of change in web service maintenance person. Looking for new person currently.

**3.**

Please list and describe any transit-related Title VI investigations, complaints, or lawsuits filed with, concerning, or naming the recipient in the last three years.

	Date Filed (Month, Day, Year)	Summary (include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
<b>Investigations</b>				
1.	N/A			
2.				
<b>Lawsuits</b>				
1.	N/A			
2.				
<b>Complaints</b>				
1.	N/A			
2.				

**4.**

- Please attach a public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made in the last three years.

Please describe the methods used to inform low-income and minority populations of planning efforts for transportation-related services and/or improvements:

We use publication in the local newspapers, emails, mailing information, and Facebook.

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List minority and/or community media utilized to ensure notification of public meetings or public review of recipient documents for residents in minority and low-income areas:

General newspaper circulations and mail out information when needed.

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When was the public participation plan last reviewed? Please describe how.

October 22, 2015 – Updated, reviewed and approved.

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**5.**

- Please attach a copy of the recipient's plan for providing language assistance to persons with limited English proficiency, based on the DOT LEP Guidance, *Federal Register*, Volume 70, Number 239, <http://www.gpo.gov/fdsys/pkg/FR-2005-12-14/html/05-23972.htm>.

What steps has the recipient taken to ensure meaningful access to the benefits, services, information, and other important components of its programs and services to persons with limited English proficiency?

Have not had to provide this service at this time. Planning area not identified as a LEP area.

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**6.**

List all non-elected committees and councils, the membership of which is selected by the recipient:

At this time we are working on developing a TAG committee to review documents.

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Describe the process the recipient uses to encourage the participation of minorities on such committees.

None

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Racial/Ethnic Breakdown of the Non-Elected Committees and Councils:

<b>Group</b>	<b>Number</b>
Male	
Female	
White	
Black or African American	
American Indian or Alaskan Native	
Asian	
Native Hawaiian or other Pacific Islander	
Other	

7.

If applicable, describe the efforts the recipient uses to ensure subrecipients are complying with Title VI:

    N/A      

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Include a schedule of subrecipient Title VI program submissions:  
(insert table or list)



**8.**

Has the recipient constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc., with Federal Transit Administration funds? \_\_\_\_ Yes       X  No

If yes, please attach the Title VI equity analysis conducted during the planning stage with regard to the location of the facility.

**9.**

Please attach a copy(ies) of board meeting minutes, resolution(s), or other appropriate documentation showing the board(s) of directors or appropriate governing entity(ies) or official(s) responsible for policy decisions reviewed and approved the Title VI Program.

**Requirements of Planning Agencies**

**1.**

Has the planning agency developed a demographic profile of the planning area that includes identification of the locations of socioeconomic groups, including low-income and minority populations? Provide a summary of the planning area demographics.

**2.**

Please describe the procedures by which the mobility needs of minority populations are identified and considered within the planning process.

None \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**3.**

- Please attach demographic maps that show the impacts of the distribution of State and Federal funds in the aggregate for public transportation projects.

**4.**

- Please attach analysis of the planning agency's transportation system investments that identifies and addresses any disparate impacts.

List adverse social, environmental, economic or demographic impact identified in the planning process:

None

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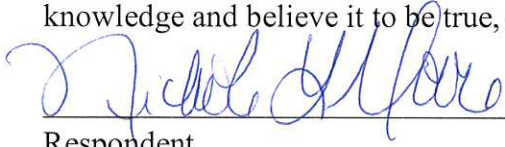
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**Declaration of the Respondent**

I declare that I have provided information as a part of the Title VI Program to the best of my knowledge and believe it to be true, correct, and complete.



11-9-2015

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Respondent

Date

**Declaration of the Administrative Head**

I declare that I have reviewed and approved the information provided in the Title VI Program and to the best of my knowledge believe it to be true, correct, and complete.

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Respondent

Date