

Greenville-Pickens Area  
Transportation Study

Title VI  
2017

Environmental Justice  
State of South Carolina

301 University Ridge Ste 3800  
Greenville, SC 29601

---



## Table of Contents

List of Tables.....	iii
List of Figures .....	iv
Policy Statement.....	v
GPATS Title VI Assurance.....	vi
APPENDIX A .....	viii
APPENDIX B .....	x
APPENDIX C .....	xii
APPENDIX D .....	xiii
APPENDIX E .....	xiv
Authorities.....	xvi
Administration – General.....	xviii
Special Emphasis Program Areas.....	xx
Planning.....	xx
Transit.....	xx
Notice to the Public under Title VI for GPATS .....	1
Report Procedures.....	2
Investigation .....	2
Investigation Plan .....	2
Conducting the Investigation .....	2
Investigation Reporting Process .....	2
Reporting Requirements to an External Agency .....	2
Records.....	3
Filing a Report.....	4
Introduction.....	4
Purpose .....	4
Roles and Responsibilities .....	4
Filing Reports .....	4
Internal Report Processing.....	7
Initial Contact .....	7
The Report Review Process.....	7
Title VI Liaison .....	8
Title VI Report Form.....	9
Title VI Report Log .....	11
Investigations, Reports & Lawsuits .....	12
Public Participation Plan (PPP).....	13
Limited English Proficient (LEP) Plan .....	14
Outreach Techniques.....	14
Monitoring and Updating the LEP Plan.....	14
Dissemination of the GPATS Limited English Proficiency Plan .....	15
GPATS Advisory Team .....	16
System-wide Standards and Polices .....	22
Monitoring of Sub-recipients .....	23
MPO Requirements.....	24
Definitions.....	27



## List of Tables

Table 1: Demographics .....	24
-----------------------------	----



## List of Figures

Figure 1: Minority Population .....	25
Figure 2: Transit Dependence Analysis .....	26

## POLICY STATEMENT

The Greenville-Pickens Area Transportation Study (GPATS) is committed to ensuring the fundamental principles of equal opportunity are upheld in all decisions involving our employees and contractors/consultants and to ensuring that the public-at-large is afforded access to our programs and services.

To that end, no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any GPATS program or activity on the grounds of race, color, national origin, income, sex, age, disability or limited English proficiency. GPATS assures all its programs and activities will be free from discrimination, whether those programs and activities are federally funded or not.

GPATS conducts its Title VI/Environmental Justice Program in a team approach involving all GPATS personnel. The Director of GPATS is responsible to ensure GPATS' compliance with the Title VI/EJ implementing regulations.

Inquiries concerning GPATS' policies, investigations, reports and compliance with applicable laws, regulations, and concerns regarding compliance with Title VI/Environmental Justice may be directed to the Director at Greenville-Pickens Area Transportation Study, 301 University Ridge, Ste 3800, Greenville, South Carolina 29601, telephone 864-467-7143.

This policy statement must be circulated throughout GPATS and be included by reference in all contracts, agreements, programs, and services administered by GPATS.

November 15,  
2017

---

Keith Brockington, GPATS Executive Director

## GPATS TITLE VI ASSURANCE


GPATS (herein after referred to as the “Recipient”) HEREBY AGREES THAT as a condition to receiving any federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d-42 USC 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of gender, 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 Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to the Federal Aid highway program:

1. That the Recipient agrees that each “program” and each “facility” as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and, in adapted form, in all proposals for negotiated agreements:

The (Recipient), in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of gender, disability, race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

- 
5. 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 shall extend to rights to space on, over, or under such property.
  6. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial 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 Recipients 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; of (b) the period during which the Recipient retains ownership or possession of the property.
  7. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, 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.



## APPENDIX A

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 Acts and the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), as they may be amended from time to time, 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 directly or indirectly in the discrimination prohibited by Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21. This includes FHWA or FTA specific program requirement.
- (3) **Solicitations for Subcontractors, 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. This includes FHWA or FTA specific program requirements.
- (4) **Information and Reports:** The contractor will provide all information and report 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 *Greenville-Pickens Area Transportation Study (GPATS) (MPO)*, the *FEDERAL HIGHWAY ADMINISTRATION (FHWA)*, or the *FEDERAL TRANSIT ADMINISTRATION (FTA)* to be pertinent to ascertain compliance with such Acts, Regulations, instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)*, FHWA or the FTA, 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 noncompliance with the Non-discrimination provisions of this contract, the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will impose such contract sanctions as it or the *FEDERAL HIGHWAY ADMINISTRATION (FHWA)*, or the *FEDERAL TRANSIT ADMINISTRATION (FTA)* may determine to be appropriate, including, but not limited to:

- (a) withholding of payments to the contractor under the contract until the contractor complies, and/or
- (b) cancellation, termination or suspension of the contract, in whole or in part.

**(6) Incorporation of Provisions:** The contractor will include the provisions of paragraphs one (1) through six (6) 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 will take action with respect to any subcontractor procurement as the *Greenville-Pickens Area Transportation Study (GPATS) (MPO) the FEDERAL HIGHWAY ADMINISTRATION (FHWA), or the FEDERAL TRANSIT ADMINISTRATION (FTA)* 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 with a subcontractor, or supplier because of such direction, the contractor may request the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* to enter into any litigation to protect the interests of the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)*. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## **APPENDIX B**

### **CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY**

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting 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 *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will accept Title to the lands and maintain the project constructed thereon, in accordance with the appropriate legislative authority, the Regulations for the Administration of its programs and activities, and the policies and procedures prescribed by *the FEDERAL HIGHWAY ADMINISTRATION or the FEDERAL TRANSIT ADMINISTRATION* of the U.S. Department of Transportation in accordance with and in compliance with all requirements imposed by 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 SCDOT 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 *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* 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 *Greenville-Pickens Area Transportation Study (GPATS) (MPO)*, its successors and assigns.

The *Greenville-Pickens Area Transportation Study (GPATS) (MPO)*, in consideration or 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 *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* 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, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination 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 will 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



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 a clause is necessary in order to make clear the purposes of Title VI of the Civil Rights Act of 1964.

## APPENDIX C

### CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in all deeds, licenses, leases, permits, or similar instruments entered into by the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* pursuant to the provisions of Assurance 7(a):

- A. The (grantee, licensee, 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 other 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 a breach of any of the above Non-discrimination covenants, *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.\*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will have the right to enter or reenter said lands and facilities thereon, and the above described lands and facilities will thereupon revert to and vest in and become the absolute property of *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* 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 effectuate the purposes of Title VI of the Civil Rights Act of 1964.

## **APPENDIX D**

### **CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY, OR PROGRAM**

The following clauses will be included in all deeds, licenses, leases, permits, or similar instruments entered into by the *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, 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) 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,
  - (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 be otherwise subjected to discrimination, and
  - (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, *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will have the right to terminate the (license, permit, etc., as appropriate) and 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 deeds, in the event of breach of any of the above Non-discrimination covenants, *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* will have the right to enter or reenter said lands and facilities thereon, and the above described lands and facilities will thereupon revert to and vest in and become the absolute property of *Greenville-Pickens Area Transportation Study (GPATS) (MPO)* 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 effectuate the purposes of Title VI.

## **APPENDIX E**

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 1964 Civil Rights Act (42 U.S.C. 2§000 *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 displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- The Federal-aid Highway Act of 1973, (23 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, (42 U.S.C. §47123), as amended, (prohibits discrimination on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (P.L. 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 programs 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 CFR 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 nondiscrimination 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, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendment of 1972, as amended, which prohibits discrimination on the basis of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient under the Federal Aid highway program and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid highway program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

November 15,  
2017

---

Greenville-Pickens Area Transportation Study

Recipient

---

Keith Brockington, GPATS Executive Director



## AUTHORITIES

**Title VI of the Civil Rights Act of 1964, 42 USC 2000d to 2000-4;**

**42 USC 4601 to 4655; 23 USC 109(h);**

Title VI of the 1964 Civil Rights Act provides that no person in the United States shall, on the grounds of race, color, national origin (including Limited English Proficiency), or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance (please refer to 23 CFR 200.9 and 49 CFR 21). Related statutes have broadened the grounds to include age, low income, and disability.

The Civil Rights Restoration Act of 1987 also broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100-259 [S. 557] March 22, 1988).

**Federal Aid Highway Act of 1973, 23 USC 324:** No person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance under this title or carried on under this title.

**Age Discrimination Act of 1975, 42 USC 6101:** No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving federal financial assistance.


**Americans With Disabilities Act of 1990 PL 101-336:** No qualified individual with a disability shall, by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination by a department, agency, special purpose district, or other instrumentality of a state or a local government.

**Section 504 of the Rehabilitation Act of 1973:** No qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity that receives or benefits from federal financial assistance.

**Circulator 4702.1B:** The purpose of this circular is to provide recipients of Federal Transit Administration (FTA) financial assistance with guidance and instructions necessary to carry out U.S. Department of Transportation (“DOT” or “the Department”) Title VI regulations (49 CFR part 21) and to integrate into their programs and activities considerations expressed in the Department’s Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (“LEP”) Persons (70 FR 74087, December 14, 2005).

**USDOT Order 1050.2:** Standard Title VI Assurances

**EO 12250:** Department of Justice Leadership and coordination of Non-discrimination Laws.



**EO 12898:** Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations; and

**28 CFR 50.3:** Guidelines for the enforcement of Title VI, Civil Rights Act of 1964.

**EO 13166:** Improving Access to Services for Persons with Limited English Proficiency

## ADMINISTRATION – GENERAL

The GPATS Director shall have lead responsibility for coordinating the administration of the Title VI/Environmental Justice (Title VI/EJ) and related statutes, program, plan, and assurances. Special emphasis program areas for GPATS are Public Transit, Planning Assistance and Program Management. GPATS has developed a Public Involvement Process, which will be used in conjunction with the Title VI/Environmental justice program and is include by reference.

- Reports

If any individual believes that they or any other program beneficiaries have been the object of an unequal treatment or discrimination as to the receipt of benefits and/or services, or on the grounds of race, color, national origin (including Limited English Proficiency), sex, age, or handicap, they may exercise their right to file a report with GPATS. Reports may be filed with the GPATS Director. Every effort will be made to resolve Reports informally at the lowest level.

Reports may also be filed directly with the Federal Highway Administration.

- Data Collection

Statistical data on race, color, national origin, English language ability and sex of participants in, and beneficiaries of the GPATS programs, e.g., relocates, impacted citizens, and affected communities, will be gathered and maintained by GPATS. The gathering procedures will be reviewed annually to ensure sufficiency of the data in meeting the requirements of the Title VI/EJ program.


- GPATS Reviews

Special emphasis program reviews will be conducted based on the annual summary of Title VI activities, accomplishments and problems. The reviews will be conducted by GPATS to assure effectiveness in their compliance of Title VI/EJ provisions. The GPATS Director will coordinate efforts to ensure the equal participation in all their programs and activities at all levels.

- Title VI/EJ Reviews on Sub-recipients

Title VI/EJ compliance reviews will be conducted annually by the GPATS Director. Priority for conducting reviews will be given to those recipients of federal (US Department of Transportation) funds with the greatest potential of impact to those groups covered by the act. The reviews will entail examination of the recipients' adherence to all Title VI/EJ requirements. The status of each review will be reported in the annual update and report to relevant US Department of Transportation (US DOT) modes (e.g. FHWA, Federal Transit Administration).

- Annual Reports



An annual report will be required by August 1 of each year. The GPATS Director will be responsible for coordination and compilation of these reports. Said reports are to be submitted by September 1 to the South Carolina Department of Transportation (SCDOT) and Federal Highway Administration. These reports will review Title VI/EJ accomplishments achieved during the year and goals for the next year.

- Title VI/EJ Plan Updates

An annual update of the Title VI implementing plan will be submitted by October 1 to the Federal Highway Division Administrator for approval or disapproval.

- FTA Title VI Compliance Reviews

Triennial Reviews by FTA as required by Circular 4702.1, Title VI Program Guidelines for Federal Transit Administration recipients. The report may be submitted more often should conditions warrant. Currently the City of Greenville has taken over the FTA funds and transit operations of GTA.

- Public Dissemination

GPATS will disseminate Title VI/EJ program information to GPATS employees and to the general public. Title VI/EJ program information will be submitted to sub-recipients, contractors, and beneficiaries. Public dissemination will include inclusion of Title VI/EJ language in contracts and publishing the Title VI/EJ Policy Statement on GPATS's Web site.

- Remedial Action

GPATS will actively pursue the prevention of Title VI/EJ deficiencies and violations and will take the necessary steps to ensure compliance with all program administrative requirements. When deficiencies are found, procedures will be promptly implemented to correct the deficiencies and to put in writing the corrective action(s). The period to determine corrective action(s) and put it (them) in writing to effect compliance may not to exceed 90 days from the date deficiencies are found.

## **SPECIAL EMPHASIS PROGRAM AREAS**

### **Planning**

Develop the Metropolitan Planning Organization's (MPO's) input into the State Transportation Improvement Program (STIP) and the 6-Year Plan. The MPO is also responsible for developing a 20-Year Plan and the Transportation Improvement Program (TIP) to meet present and future needs for safe, adequate, and efficient transportation. Planning also encompasses clean air issues, safety, pavement management, transportation analysis, transportation reporting, inventory, research, mapping, major project studies and training and technical assistance for communities.

- GPATS Director will:
  - Ensure that all aspects of the planning process operation, including environmental impact reviews, comply with Title VI/EJ.
  - Serve as a resource person helping to ensure participation of a cross section of people representative of the affected population, including various and diverse social, economic, and ethnic interest groups are represented in the planning process.
  - Provide the annual report on Title VI/EJ accomplishments for the previous year and goals for the next year.
  - Ensure equal opportunity for participation on Advisory Committees.
  - Ensure Title VI/EJ language is included or incorporated by reference in every sub-recipient contract.

### **Transit**

Coordinate local planning efforts with respect to transit.

- GPATS Director will:
  - Encourage land-use development and density that supports transit and multi modal opportunities.
  - Collaborate with City Planners and Greenville Transit Authority and Clemson Area Transit in the development of transit or multimodal studies and plans,
  - Develop transportation projects that are designed to provide safe transit stops and bike lanes or other amenities that encourage other modes of travel.

## NOTICE TO THE PUBLIC UNDER TITLE VI FOR GPATS

Section 601 of Title VI of the Civil Rights Act of 1964 states the following:

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

- Greenville-Pickens Area Transportation Study (GPATS) operates its programs and services without regard to race, color, and national origin in accordance with the Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a report with GPATS.
- For more information contact the GPATS Executive Director Keith Brockington at [kbrockington@greenvillecounty.org](mailto:kbrockington@greenvillecounty.org) or (864) 467-7143 or the Title VI Coordinator Asangwua Ikein at [aikein@greenvillecounty.org](mailto:aikein@greenvillecounty.org) or (864) 467-7287.
- If information is needed in another language, contact (864) 467-7143.  
~Si se necesita información en otro idioma llame al (864) 467-7143.

As outlined in the [public participation section](#) of this document, GPATS' public notices are posted to <http://www.gpats.org/calendar/>, meeting notices and calendar events are listed by Greenville County, at [http://www.greenvillecounty.org/county\\_council/councilfiles/calendar.pdf](http://www.greenvillecounty.org/county_council/councilfiles/calendar.pdf), as meeting rooms are reserved, and any public notices of official changes to plans (e.g., TIP Amendments) are published with the Greenville News.

# REPORT PROCEDURES

## INVESTIGATION

### Investigation Plan

The investigator (only an individual who is trained in civil rights) shall prepare a written plan which includes, but is not limited to, the following:

- Names of the reportee(s) and respondent(s);
- Basis for the report;
- Issues, events, or circumstances that caused the person to believe that they has been discriminated against;
- Information needed to address the issue;
- Criteria, sources necessary to obtain the information;
- Identification of key people;
- Estimated investigation time line; and
- Remedy sought by the reportee(s).

### Conducting the Investigation

- The investigation will address only those issues relevant to the allegations in the report.
- Confidentiality will be maintained as much as possible.
- Interviews will be conducted to obtain facts and evidence regarding the allegations in the report. The investigator will ask questions to elicit information about aspects of the case.
- A chronological contact sheet is maintained in the case file throughout the investigation.
- Only individuals trained in civil rights should conduct discrimination investigations.

### Investigation Reporting Process

- Within 40 days of receiving the report, the investigator prepares an investigative report and submits the report and supporting documentation to the Human Resources Director or their designee for review.
- The Director or designee reviews the file and investigative report. Subsequent to the review, the Director makes a final determination of “probable cause” or “no probable cause” and prepares the final decision letter.

### Reporting Requirements to an External Agency

A copy of the report, together with a copy of the investigation report and the Director’s final decision letter, is forwarded to the Federal Highway Administration South Carolina Division Office within 60 days of the date the report was received.



## Records

All records and investigative working files are maintained in a confidential area. Records are kept for three years.



# FILING A REPORT

## *Introduction*

The Title VI/Environmental Justice and Related Statutes report procedures are intended to provide aggrieved persons an avenue to raise reports of discrimination regarding GPATS' programs, activities and services as required by statute.

## *Purpose*

The purpose of the discrimination report procedures is to describe the process used by the Office of Human Resources (OHR) for processing reports of discrimination under Title VI of the Civil Rights Act of 1964 and related statutes.

## *Roles and Responsibilities*

The GPATS Executive Director has overall responsibility for the discrimination report process and procedures. The Director may, at their discretion, assign a capable person within GPATS to investigate the report.

The designated investigator will conduct an impartial and objective investigation, collect factual information and prepare a fact-finding report based upon the information obtained from the investigation.

In cases where the reportee is unable or incapable of providing a written statement, the reportee will be assisted in converting the verbal report into a written report. All reports, however, must be signed by the reportee and/or by the reportee's representative.

The reportee shall make themselves reasonably available to the designated investigator, to ensure completion of the investigation within the timeframes set forth.

## *Filing Reports*

Applicability: The report procedures apply to the beneficiaries of the GPATS programs, activities and services including, but not limited to, the public, contractors, subcontractors, consultants and other sub-recipients of federal and state funds.

Eligibility: Any person who believes that they or any specific class of persons has been subjected to discrimination or retaliation prohibited by Civil Rights authorities may file a report. The report:

- Must be based upon race, color, sex, age, national origin, or disability;
- Must be reduced to writing; and
- Must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the reportee.

This plan requires that SCDOT be immediately notified of any report or allegation of discrimination. Every effort will be made to obtain early resolution of reports at the lowest possible level. The option of informal mediation meeting(s) between the affected parties and the investigator may be utilized for resolution, at any stage of the process.

Time Limitation and Filing Options Title VI/EJ reports of discrimination may be filed with:

- GPATS
- South Carolina Department of Transportation
- Federal Highway Administration
- U.S. Department of Transportation

In all situations, the GPATS and County employees must contact the GPATS Executive Director immediately upon receipt of a Title VI/EJ report.

Keith R. Brockington, AICP  
County Transportation Planning Manager/GPATS Executive Director  
Greenville County Department of Planning and Code Compliance  
GPATS | Greenville-Pickens Area Transportation Study  
(864)-467-7143  
[kbrockington@greenvillecounty.org](mailto:kbrockington@greenvillecounty.org)

Reports must be filed no later than 180 calendar days after:


- The date of the alleged act of discrimination; or
- The date the person became aware of the alleged discrimination; or
- Where there has been a continuing course of discriminatory conduct, the date on which the conduct was discontinued.

Receipt and Acceptance When any element of the Greenville-Pickens Area Transit Study (GPATS) receives an inquiry, comment or report which alleges or implies discrimination as addressed by Title VI of the Civil Rights Act of 1964 and its progeny, it will be logged in and immediately forwarded to the SCDOT's Office of Business Development and Special Programs.

The GPATS Executive Director will respond within ten (10) calendar days from date of receipt, advising receipt of the report and that the matter was forwarded to SCDOT for further processing. The Director's letter will also contain the appropriate SCDOT contact information.

GPATS will fully cooperate with the appropriate agency throughout the entire investigative process.

Reports must be in writing and must be signed by the reportee and/or the reportee's representative. The report must set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event a person makes a verbal report of discrimination to a GPATS employee, or other person authorized to receive reports on behalf of



GPATS, shall interview the person. If necessary, the authorized person will assist the person in writing the report for the person or the person's representative to sign.

**Designated GPATS special emphasis area operating elements will require the sub-recipients they serve to forward to the Director any report of discrimination made to them about their own actions or actions of sub-grantees or contractors.**

# INTERNAL REPORT PROCESSING

## *Initial Contact*

Special emphasis program area representatives serve as GPATS's resources for members of the public who wish to file a discrimination report under Title VI/EJ and related statutes. As resources, they will provide reportees with:

1. An explanation of their filing options;
2. The discrimination report process; and
3. A Title VI/EJ and Related Statutes Discrimination report Form.

Use of the Report Form is not necessary for the reportee. Rather, it is intended to help the reportee provide enough information to begin processing the report.

## *The Report Review Process*

1. The Director or their designee, reviews the report upon receipt to ensure that relevant information is provided, the report is timely, and meets jurisdiction.
2. The report shall be investigated, unless:
  - The report is withdrawn.
  - The reportee fails to provide required information.
  - The report is filed beyond the 180 calendar day timeframe.
  - The reportee is not part of a protected group.
  - The report is determined to be more appropriately under a jurisdiction other than GPATS. If this is the case, the reportee will be directed to the appropriate agency.
3. Upon determination that the report warrants a GPATS investigation, the reportee is sent a letter, acknowledging receipt of the report, and giving the name of the investigator.
4. The respondent – the person alleged to have committed the discrimination -- is notified by mail that they have been named in a report. The letter also includes the investigator's name and informs the respondent that they will be contacted for an interview.

## TITLE VI LIAISON

The Title VI Liaison for the GPATS region is Asangwua Ikein. The Title VI Liaison duties include;

- Having a working knowledge of Title VI and the report process.
- Attending training on the Title VI and other nondiscrimination authorities when offered.
- Disseminating Title VI information to the public and in languages other than English, when necessary.
- Coordinating and execute Title VI educational and outreach activities.
- Implementing procedures for the prompt processing of Title VI discrimination reports.
- Developing a process to collect race, gender, and national origin of relocates, impacted citizens and affected communities to ensure low-income, minorities and other underserved groups are included and not disproportionately impacted.
  - GPATS collects any and all Title VI reports via GPATS' [Title VI Report Form](#). Any reports are then investigated in conjunction with SCDOT Public Involvement & Title VI Office of Planning & Asset Management.
  - Also, GPATS collects its demographic data for vulnerable group locations in the GPATS region from the US census.
- Committing 10% of administrative work time on Title VI.

The Title VI Liaison for the GPATS can be reached at;  
Asangwua Ikein  
Transit Planner/Grants Manager  
Greenville-Pickens Area Transportation Study ([GPATS](#))  
Greenville County Square  
301 University Ridge, Suite 3800, Greenville, SC 29601  
(864)-467-7287 (work)  
(864)-467-7161 (fax)  
[AIkein@greenvillecounty.org](mailto:AIkein@greenvillecounty.org)

GPATS is committed to ongoing training for the Title VI Liaison.

November 15,  
2017

---

Keith Brockington, GPATS Executive Director

# TITLE VI REPORT FORM



## Greenville-Pickens Area Transportation Study

### Section I:

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

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

Telephone  
Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

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

Accessible Format Requirements?

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Large Print                                   | <input type="checkbox"/> Audio Tape   |
| <input type="checkbox"/> Telecommunication Device for the Deaf (TTY's) | <input type="checkbox"/> Other: _____ |

### Section II:

Are you filing this report on your own behalf?

- Yes\*  No

\*If you answered "yes" to this question, go to Section III.

If not, please supply the name and relationship of the person for whom you are complaining:

\_\_\_\_\_

Please explain why you have filed for a third party:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Yes

No

**Section III:**

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

Race

Color

Origin

Sex

Age

Disability

Religion

Other: \_\_\_\_\_

Date of Alleged Discrimination (Month, Day, Year): \_\_\_\_\_

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Reportee

\_\_\_\_\_  
Date



**Or mail/fax to:** Keith Brockington/Asangwua Ikein  
Greenville County Square  
301 University Ridge, Suite 3800  
Greenville, SC 29601  
Fax: (864)-467-7161

# Title VI Report Log

Year: \_\_\_\_\_

Name of Reportee	Date Report Received	Discrimination Based On?	Address	Telephone	Remarks/Final Disposition





## **INVESTIGATIONS, REPORTS & LAWSUITS**

GPATS has no past or current reports.

## PUBLIC PARTICIPATION PLAN (PPP)

As outlined in the [2013 GPATS Public Participation Plan \(PPP\)](http://www.gpats.org/uploads/2013/04/PPP-Final-20131.pdf), located on the GPATS website (<http://www.gpats.org/uploads/2013/04/PPP-Final-20131.pdf>), the public participation plan for GPATS describes tools and strategies to ensure accurate and timely public information and participation in transportation planning, including for minority and Limited English Proficient (LEP) populations. The plan describes the transportation planning process, public involvement methods, and evaluation measures for public involvement activities.

The policy of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) is to support proactive public participation at all stages of planning and project development. State departments of transportation and MPOs are required to develop effective public participation processes. The performance standards for these proactive public involvement processes include:

- Early and continuous involvement
- Collaborative input on alternatives, evaluation criteria, and mitigation needs
- Open meetings where matters related to federal-aid highway and transit programs are being considered
- Open access to the decision-making process

Public Participation Strategies included:

- GPATS website
- News media
- Legal advertisement
- Webinars
- Social media (though currently banned by county employment regulations)
- Public meetings
- Presentation and workshops
- Flyers
- Comment forms
- Surveys

## LIMITED ENGLISH PROFICIENT (LEP) PLAN

U.S. DOT guidelines require that recipients of federal financial assistance provide “meaningful access to programs and activities” by giving LEP persons adequate and understandable information and allowing them to participate in programs and activities, where appropriate. The recipient has to take “reasonable steps” to remove barriers for LEP individuals.

Reasonable steps will depend on:

- The number and proportion of LEP persons potentially served by the recipient’s programs or activities and the variety of languages spoken in the recipient’s service area.
- The frequency with which LEP individuals are affected by the program or activity.
- The importance of the effect of the recipient’s program on LEP individuals.
- The resources available to the recipient and whether the recipient has budgeted for provision of special language services.
- The level of services provided to fully English proficient people.
- Whether LEP persons are being excluded from services or provided a lower level of services. Whether the recipient has adequate justification for restrictions, if any, on special language services or on speaking languages other than English.

### *Outreach Techniques*

GPATS does not have a formal practice of outreach techniques due to the small LEP population and resources available. But the following are a few options that the GPATS will incorporate if the need arises for LEP outreach, as outlines in GPATS’ [LEP Plan](#), located on GPATS’ website (<http://www.gpats.org/uploads/2013/03/LEP-Plan-GPATS-Final-3.13.14.pdf>):

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements, and agendas will be printed in an alternative language, based on known LEP population in the area.
- When running a general public meeting notice, staff will insert the clause, based on the LEP population and when relevant, that translates into “A (insert alternative Language) translator will be available”. For example: “Un traductor del idioma español estará disponible” This means “A Spanish translator will be available”.
- Key printed materials, including but limited to schedules and maps, will be translated and made available at transit centers, on board vehicles and in communities where a concentrated LEP population is identified.

### *Monitoring and Updating the LEP Plan*

This plan is designed to be flexible and easily updated. However, major updates most likely will not occur until the next Census in 2020 unless the GPATS finds it necessary and crucial for an update before such time.

Updates should examine all plan components such as:

- How many LEP persons were encountered?
- Were their needs met?
- Has there been a change in the types of languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified GPATS programs? Are there other programs that should be included?
- Have GPATS's available resources, such as technology, staff, and financial costs changed?
- Has GPATS fulfilled the goals of the LEP Plan?; and
- Were any reports received?

Compliance with Title VI includes Limited English Proficient (LEP) persons. Language barriers prohibit people who are LEP from obtaining services and information relating to transportation services and programs. Because people who are LEP are not able to read instructions or correspondence written in English and may not understand verbal information, they often are not aware of regulatory requirements and legal implications of the services they seek. It is essential that the GPATS personnel, transportation providers, professionals, and other sub-recipients of federal funds become informed about their diverse clientele from a linguistic, cultural and social perspective. These individuals should become culturally competent so they can encourage vulnerable LEP minority populations to access and receive appropriate transportation services with more knowledge and confidence.

### *Dissemination of the GPATS Limited English Proficiency Plan*

The LEP Plan will be shared with appropriate personnel and senior management. Also, GPATS will include the LEP plan on the GPATS website ([www.GPATS.org](http://www.GPATS.org)) together with its Title IV Policy and Report Procedures. Copies of this Plan will be provided upon request. LEP persons may obtain a translated copy of this document upon request. Any questions or comments regarding this plan should be directed to the GPATS Title VI Coordinator.

## GPATS ADVISORY TEAM

GPATS' advisory committee is composed of appointed officials that serve the counties and local municipalities of GPATS' boundaries. Currently, there's no process to encourage minority participation on this committee.

	Study Team Members	Sex		Race				Hispanic or Latino(a)
		Male	Female	White	Asian	American Indian or Alaska Native	Black or African American	
	<b>Total</b>	49	21	64	0	0	6	0
	<b>Percentage</b>	70.00%	30.00%	91.43%	0.00%	0.00%	8.57%	0.00%
1	Keith Brockington, AICP, Planning	✓		✓				
2	Hesha Gamble, PE, Public Works		✓				✓	
3	Kurt Walters, PE, Public Works	✓		✓				
4	Brennan Hansley, Planning		✓	✓				
5	Asangwua Ikein, Planning	✓					✓	
6	Judy Wortkoetter, Land Development		✓	✓				
7	Paula Gucker, Public Works and County Administration		✓	✓				
8	Teresa Barber, Deputy Planning Director		✓	✓				
9	Dwayne Cooper, PE, Engineering	✓		✓				

10	Valerie Holmes, PE, Traffic Engineering		✓	✓				
11	Clint Link, PE, Engineering	✓		✓				
12	Mike Murphy, PE, Engineering	✓		✓				
13	Christa Jordan, Planning		✓	✓				
14	Nathalie Schmidt, Planning		✓	✓				
15	Skip Limbaker, Planning	✓		✓				
16	Gary Shepard, Director	✓		✓				
17	Alex R. John, Transit Planning	✓					✓	
18	Nicole McAden, Marketing & Program Specialist		✓	✓				
19	Steve Grant, PE, Engineering	✓		✓				
20	Kelli McCormick, Planning		✓	✓				
21	Trey Eubanks, City Administrator	✓		✓				
22	David Dyrhaug, Planning	✓		✓				
23	Jason Knudsen, Planning	✓		✓				
24	Eddie Case, City Administrator	✓		✓				

25	Mike Pitman, Interim City Administrator	✓		✓				
26	Andrew Ratchford, Planning	✓		✓				
27	Todd Steadman, Planning	✓		✓				
28	Kent Guthrie, Engineering	✓		✓				
29	Chris Brink, Planning Director	✓		✓				
30	Rodney Robinson, County Engineer	✓		✓				
31	Crystal Alexander, Clerk to Council		✓	✓				
32	Jon Caime, County Administrator	✓		✓				
33	Robert Russian, Director of Public Works	✓		✓				
34	Larry Bagwell, Mayor	✓		✓				
35	Stephen Steese, City Administrator	✓		✓				
36	Shirley Hughes, City Administrator		✓	✓				
37	Bruce Evilsizor, City Administrator	✓		✓				
38	Becky Horace, Project Manager		✓	✓				
39	Dianna Turner, City Administrator		✓	✓				

40	Blake Sanders, Mayor	✓		✓				
41	Al Babinicz, Director	✓		✓				
42	Heather Lollis, Budget & Grants Manager		✓	✓				
43	Katerina Moreland, Campus Transportation Planning		✓	✓				
44	Michael Forman, AICP, Planning Manager	✓		✓				
45	Dyke Spencer, Executive Director, Powdersville Water District	✓		✓				
46	Chip Bentley, AICP, Planning Director	✓		✓				
47	Steve Pelissier, Executive Director	✓		✓				
48	Lance Estep, Transportation Planner	✓		✓				
49	David Burgess, Multi-Modal Planning	✓					✓	
50	Jonathan Chasteen, Engineering	✓		✓				
51	Tommy Elrod, Engineering	✓		✓				
52	Eric Dillon, Engineering	✓		✓				



53	Tom Dodds, Bicycle and Pedestrian	✓		✓				
54	Doug Frate, Statewide Planning	✓		✓				
55	Jim Frierson, Transit	✓		✓				
56	Brian Fulmer, Planning	✓		✓				
57	Steve Gwinn, Engineering	✓		✓				
58	Christie Hall, Engineering	✓		✓				
59	Stephanie Jackson- Amell, District Engineering Administrator		✓	✓				
60	Bill Jordan, Planning	✓		✓				
61	Kenny Larimore, Statewide Planning	✓		✓				
62	Johnny Mmanu-ike, Multi-Modal Planning	✓					✓	
63	Ron Patton, Planning	✓		✓				
64	Penny Phillips, Engineering		✓	✓				
65	Mark Pleasant, Statewide Planning	✓		✓				
66	Mike Sullivan, Statewide Planning	✓		✓				
67	Brandon Buckner, Transportation Planner	✓		✓				
68	Jessica Hekter, Planning		✓	✓				
69	Dan Hinton,		✓	✓				



	Planning							
70	Yolanda Morris, Planning		✓				✓	



## **SYSTEM-WIDE STANDARDS AND POLICES**

GPATS isn't a transit provider nor owns any public transit vehicles.

## MONITORING OF SUB-RECIPIENTS

Title 49 CFR Section 21.9(b) states the following:

Each recipient shall keep such records and submit to the Secretary timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the Secretary may determine to be necessary to enable him to ascertain whether the recipient has complied or is complying with this part. In the case in which a primary recipient extends Federal financial assistance to any other recipient, such other recipient shall also submit such compliance reports to the primary recipient as may be necessary to enable the primary recipient to carry out its obligations under this part. In general recipients should have available for the Secretary racial and ethnic data showing the extent to which members of minority groups are beneficiaries of programs receiving Federal financial assistance.

GPATS' Transit Planner/Grants Manager is Asangwua Ikein. He is responsible for ensuring that sub-recipients are adhering to FTA regulations. Currently, there is no schedule for sub-recipient Title VI Program submissions. Asangwua can be reached at;

Asangwua Ikein  
Transit Planner/Grants Manager  
Greenville-Pickens Area Transportation Study ([GPATS](#))  
Greenville County Square, Suite 3800  
301 University Ridge, Greenville, SC 29601  
(864)-467-7287 (work)  
[Alkein@greenvillecounty.org](mailto:Alkein@greenvillecounty.org)

## MPO REQUIREMENTS

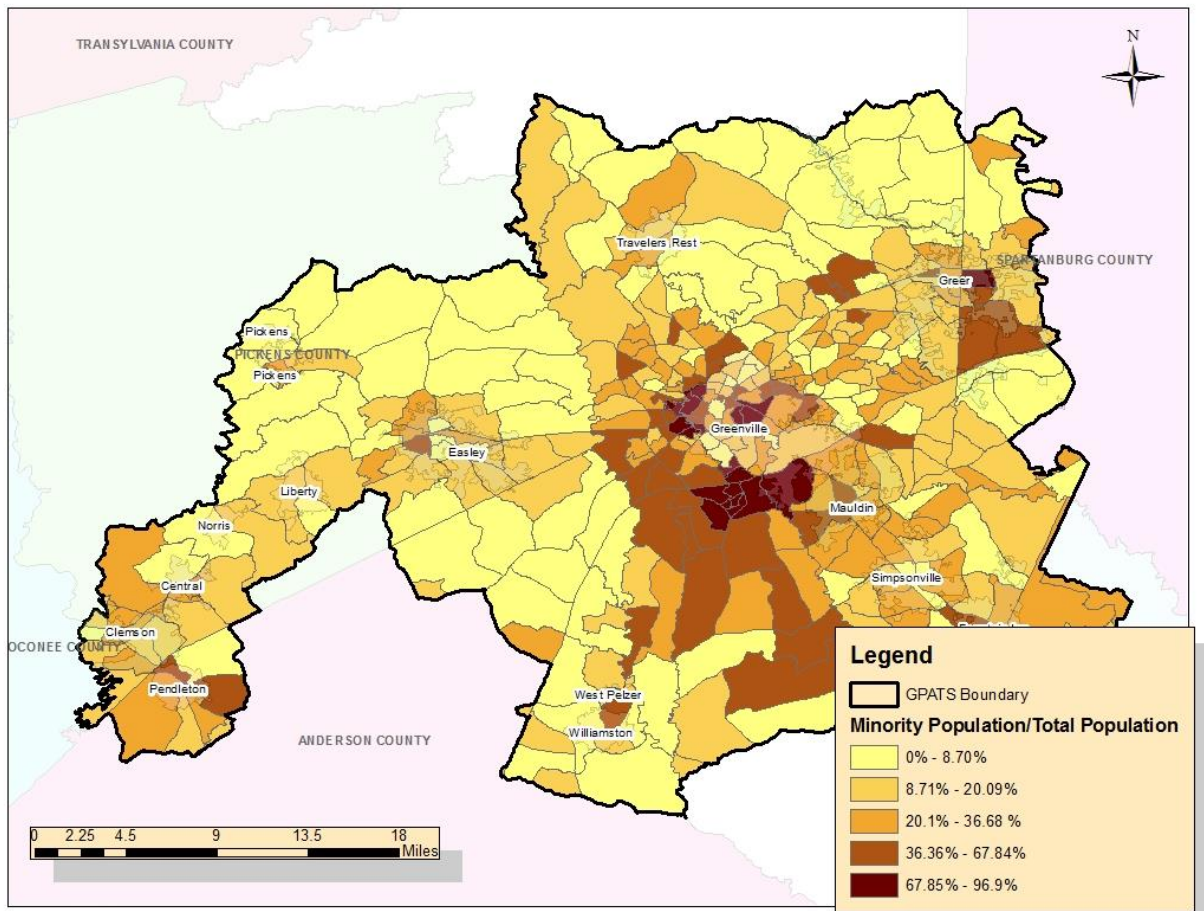
To provide guidance for MPO's for adhering to FTA regulations, FTA provided a circular, 47021.A, which specifies procedures for Title VI compliance, however, FTA updated the circulator, 4702.1B, which supersedes and cancels the first. GPATS' urbanized area is composed of many ethnicities. This is illustrated in [Table 1](#) below.

**Table 1: Demographics**

	Total	Caucasian	African American	American Indian & Alaska Native	Asian	Native Hawaiian	Some Other Race	Two or More Races	Two or more races: - Two races including Some other race	Two or more races: - Two races excluding Some other race, and three or more races
<b>Sum of Population by Race</b>	686,274	548,679	101,806	1,677	12,431	387	9,371	11,923	2,334	9,589
<b>Margin of Error</b>	139,563	127,791	56,158	6,378	15,005	5,408	15,130	15,943	7,517	13,720
<b>Race by Percentage</b>	100%	79.95%	14.83%	0.24%	1.81%	0.06%	1.37%	1.74%	0.34%	1.40%
<b>Margin of Error by Percentage</b>	20%	23%	55%	380%	121%	1397%	161%	134%	322%	143%

GPATS' minority populations are spread throughout the urbanized area, but tend to locate within or closer to cities within GPATS' Urbanized Area.

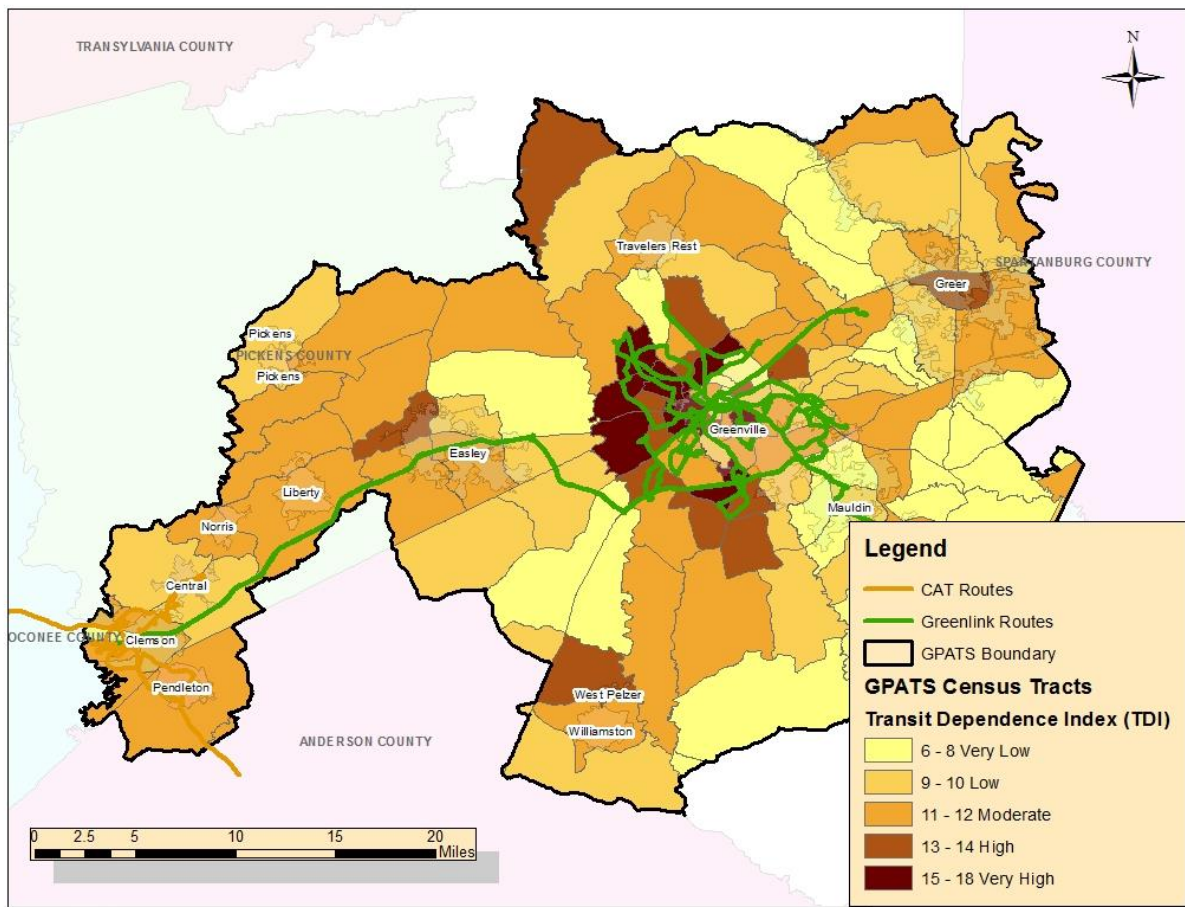
**Figure 1: Minority Population**



Source: GPATS

Currently, the mobility needs of minority and low-income populations are met by the two transit providers that serve the GPATS urbanized area, Clemson Area Transit (CAT) and Greenville Transit Authority (GTA). Before CAT became part of the Greenville Urbanized Area, as of the 2010 Census, it was a rural system centralized around the City of Clemson. GTA, though a transit agency that is part of the City of Greenville, is a centralized system that not only serves the City and County of Greenville, but extends its service to cover as much of the urbanized area as fiscally possible. GPATS' Urbanized Area encompasses parts of five different counties, but as of now GTA only is able to provide its services to three of the counties.

**Figure 2: Transit Dependence Analysis**



Source: GPATS

GPATS, along with working to comply with federal regulation on discrimination, will continue to work and partner with the community and stockholders to identify and mitigate disparate and disproportionate impacts. As GPATS' region continues to grow, it will continue to adapt its transportation services to the needs of its residents. GPATS will continue to analysis the amount of access that its minority and low-income population have to the transit services within the region. If changes in transit services have a negatively disparate and or disproportional effect on its minority and low-income population, GPATS will work with its communities and stockholders to mitigate these effects in the most fiscally responsible way possible.

## DEFINITIONS

Adverse Effects -- The totality of significant individual or cumulative human health or environmental effects, including interrelated social and economic effects, which may include, but are not limited to; ( See Appendix B for additional discussion of “significant”).

- bodily impairment, infirmity, illness or death
- air, noise, water pollution, and soil contamination
- destruction or disruption of man-made or natural resources
- destruction or diminution of aesthetic values
- destruction or disruption of community cohesion or a community's economic vitality
- destruction or disruption of the availability of public and private facilities and services
- adverse employment effects
- displacement of persons, businesses, farms, or nonprofit organizations
- increased traffic congestion, isolation, exclusion, or separation of minority or low-income individuals within a given community or from the broader community
- denial of, reduction in, or significant delay in the receipt of benefits of GPATS programs, policies, or activities

Significant Adverse Effects on Minority and Low-Income Populations -- An adverse effect that;

- a. is predominately borne by a minority population and/or a low-income population, or
- b. will be suffered by the minority population and/or low-income population and is shown to be appreciably more severe or greater in magnitude than the adverse effect that will be suffered by the non-minority population and/or non-low-income population

Limited English Proficiency -- Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English can be limited English proficient, or "LEP." These individuals may be entitled language assistance with respect to a particular type or service, benefit, or encounter.

Federal Assistance -- Includes grants and loans of federal funds; the grant or donation of federal property and interests in property; the detail of federal personnel, Federal property of any interest in such property without consideration or at a nominal consideration or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient; and any federal agreement, arrangement, or other contract which has, as one of its purposes, the provision of assistance.

Low-Income -- A person whose median household income is at or below the Department of Health and Human Services poverty guidelines (<http://aspe.os.dhhs.gov/poverty/poverty.htm>).

Low-Income Population -- Any readily identifiable group of low-income persons who live in geographic proximity and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed Greenville-Pickens Area Transportation Study (GPATS) program, policy, or activity.

Minority -- A person who is:



- a. Black -- a person having origins in any of the Black racial groups of Africa;
- b. Hispanic -- a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race;
- c. Asian American-- a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands; or
- d. American Indian and Alaskan Native -- a person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition.

Minority Population -- Any readily identifiable groups of minority persons who live in geographic proximity and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed GPATS program, policy or activity.

Noncompliance -- A recipient has failed to meet prescribed requirements and has shown an apparent lack of good faith effort in implementing all the requirements of Title VI/ Environmental Justice and related statutes.

Persons -- Where designation of persons by race, color, or national origin is required, the following designations ordinarily may be uses: “White not of Hispanic origin,” “Black not of Hispanic origin,” “Hispanic,” “Asian or Pacific Islander,” “American Indian or Alaskan Native.” Additional subcategories based on national origin or primary language spoken may be used, where appropriate, on either a national or a regional basis.

Program -- Includes any multi-modal or bridge project including project planning or any activity for the provision of services, financial aid, or other benefits to individuals. This includes education or training, work opportunities, health, welfare, rehabilitation, housing, or other services, whether provided directly by the recipient of federal financial assistance or provided by others through contracts or other arrangements with the recipient.

Recipient -- Any state, territory, possession, the District of Columbia, Puerto Rico, or any political subdivision, or instrumentality thereof, or any public or private agency, institution, or organization, or other entity, or any individual, in any state, territory, possession, the District of Columbia, or Puerto Rico, to whom Federal assistance is extended, either directly or through another recipient, for any program. Recipient includes any successor, assignee, or transferee thereof, but does not include any ultimate beneficiary under any such program.

Sub-recipient -- An agency such as a council of governments, regional planning agency, educational institution, for example, that receives Federal Highway Administration (FHWA) funds through the State DOTs and not directly from the FHWA. Other agencies, local governments, contractors, consultants that receive these funds are all considered sub-recipients.