



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

Title VI Nondiscrimination Plan

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ADOPTED

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Introduction

MetroPlan Orlando is the metropolitan planning organization for Orange, Osceola and Seminole counties. As a regional transportation planning organization, MetroPlan Orlando provides a forum for local elected officials, transportation experts and citizens to work together to improve mobility for residents, businesses and visitors.



Recipients of federal funds, such as metropolitan planning organizations, must comply with Title VI of the Civil Rights Act of 1964 and other nondiscrimination authorities, ensuring that no person is subjected to discrimination on the basis of race, color, national origin, sex, age, disability, religion and family status in employment and the provision of government services. This requirement includes the creation of a Title VI Nondiscrimination Plan, along with a regular review of its effectiveness and conformity with federal and state law.

This Title VI Nondiscrimination Plan works in concert with the organization’s [Public Involvement Plan](#) and [Limited English Proficiency Plan](#), which identify specific tactics for outreach and involvement (i.e. notification, information, and opportunities for diverse participation).

Objectives

- Comply with federal and state requirements associated with Title VI nondiscrimination and the transportation planning process.
- Develop and execute a nondiscrimination policy and complaint processing procedure.
- Identify and analyze relevant demographic data in Orange, Osceola, and Seminole counties to further the effectiveness of the Title VI Nondiscrimination Plan and to ensure that planning products analyze, mitigate, minimize or avoid disproportionate and adverse impacts on identified minority or low income communities.
- Engage citizens and other interested parties in MetroPlan Orlando activities through broad notification and proactive opportunities for full and fair participation by communities traditionally underserved in the planning process (i.e. environmental justice).

Staff Designation

MetroPlan Orlando designates Cynthia Lambert, public information manager, as the individual responsible for oversight and implementation of the Title VI Nondiscrimination Plan and the Limited English Proficiency Plan. As Title VI specialist, responsibilities include coordinating and facilitating delivery of related services, staff training on the plan’s policies and procedures, and ongoing monitoring and assessment of the plan’s effectiveness. Cynthia Lambert can be reached at (407) 481-5672 ext. 320 or clambert@metroplanorlando.com. Persons using specialized telephone equipment can call toll free via Florida Relay (dial 711).

Plan Review

This plan will be updated every three years to: (1) ensure compliance with federal and state law, (2) update demographic statistics to accurately track Central Florida's population, (3) confirm the MetroPlan Orlando Board's commitment to nondiscrimination, and (4) provide an assessment of the plan's effectiveness in addressing Title VI nondiscrimination objectives. The plan will be reviewed annually by staff to ensure effectiveness.

Legislation and Guidance

Title VI of the Civil Rights Act of 1964 provides 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 a program or activity receiving federal financial assistance.

The National Environmental Policy Act of 1969 (NEPA) addresses both social and economic impacts of environmental justice, stressing the importance of providing safe, healthful, productive, and aesthetically pleasing surroundings for all Americans. NEPA requires a systematic, interdisciplinary approach to aid in considering environmental and community factors in decision making.

The Civil Rights Restoration Act of 1987 clarified Title VI to include all programs and activities of federal aid recipients, sub-recipients, and contractors whether federally funded or not. It also restored broad coverage intended by Congress, covering classes such as sex, age, and disability. The Florida Civil Rights Act of 1992 added religion and family status as protected classes.

Subsequent Executive Orders followed and in 1999, the Federal Highway Administration and the Federal Transit Administration issued a memorandum implementing Title VI requirements in metropolitan and statewide planning. The memorandum articulated that environmental justice is just as important during planning stages as it is during the project development stage.

Obligations for metropolitan planning organizations that arise from Title VI include:

- Development of a policy and complaint processing procedure
- Broadly posting/disseminating policy and procedures
- Designation of a Title VI Coordinator
- Collection and analysis of data about beneficiaries affected by agency decisions
- Mitigation or options to avoid disparate impacts on low income and minority populations
- Execution of nondiscrimination agreement (assurance)
- Affirmative measures to ensure nondiscrimination and eliminate any identified discrimination
- A written plan for providing meaningful access to programs in languages other than English

Limited English Proficiency (LEP)

The U.S. Supreme Court has also interpreted Title VI to prohibit conduct that has a disproportionate effect limited English proficiency persons; as such conduct constitutes discrimination based on national origin. Executive order requires reasonable steps to ensure meaningful access. MetroPlan Orlando has developed a separate, yet related, plan to provide access to programs and services in languages other than English. The [Limited English Proficiency Plan](#) works in concert with the Title VI Nondiscrimination Plan and the [Public Involvement Plan](#).

Identification of Target Populations

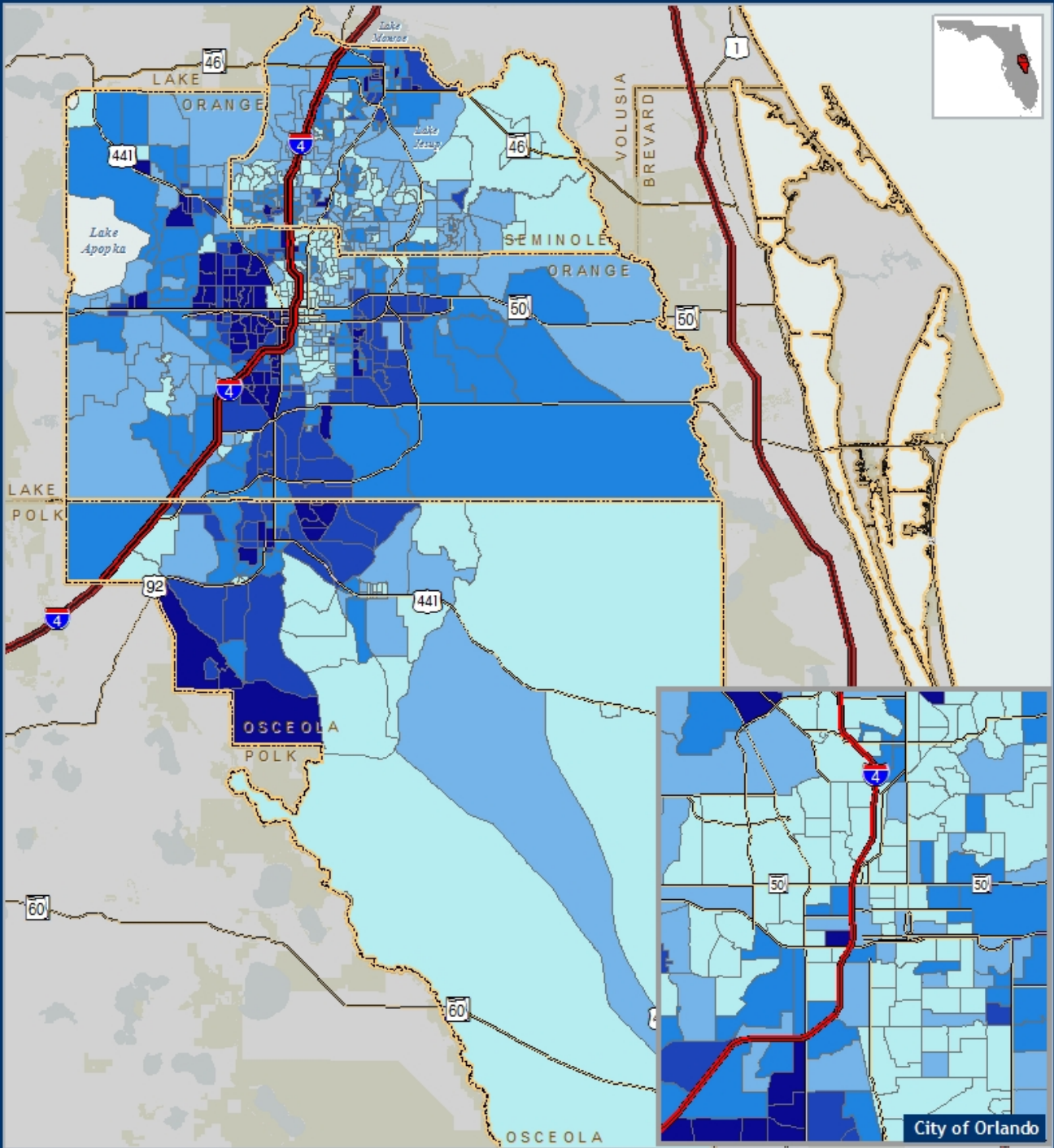
The baseline analysis of minority, low-income, and disadvantaged populations in Central Florida is derived from the U.S. Census Bureau data. A county-by-county snapshot follows.

U.S. Census Bureau: Central Florida Statistics

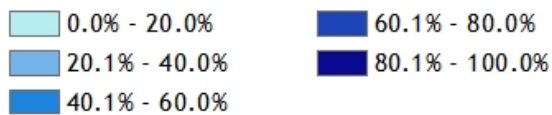
	ORANGE COUNTY		OSCEOLA COUNTY		SEMINOLE COUNTY		TOTAL	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Total population	1,225,267	100%	298,504	100%	436,041	100%	1,959,812	100%
Whites	535,593	43.7%	110,531	37.0%	280,641	64.4%	926,765	47.3%
Blacks	239,140	19.5%	26,934	9.0%	47,944	11.0%	314,018	16.0%
Hispanic or Latino	351,489	28.7%	145,219	48.6%	81,311	18.6%	578,019	29.5%
American Indian/ Alaskan Native	13,681	1.1%	1,253	0.4%	3,183	0.7%	18,117	0.9%
Asian	62,845	5.1%	7,375	2.5%	16,444	3.8%	86,664	4.4%
Native Hawaiian/ Pacific Islander	642	0.05%	218	0.07%	620	0.1%	1,480	0.08%
Persons reporting 2 or more races	41,545	3.4%	11,074	3.7%	14,021	3.2%	66,640	3.4%
English spoken "less than very well" (age 5+)*	147,121	12.8%*	47,233	16.9%*	24,586	6.0%*	218,940	11.9%*
Persons 65 years & older (elderly)	128,402	10.5%	36,901	12.4%	59,436	13.6%	224,739	11.5%
Persons below poverty level	218,365	17.8%	63,696	21.3%	55,648	12.7%	337,709	17.2%
Persons with a disability	121,359	9.9%**	45,181	15.1%	42,707	9.8%	209,247	10.7%
Households with no vehicle**	28,845	6.8%**	4,883	5.6%**	5,930	4.0%**	39,658	6.0%**

Source: 2013 American Community Survey | * Measured against population age 5+ | ** Measured against # of households

Minority Populations

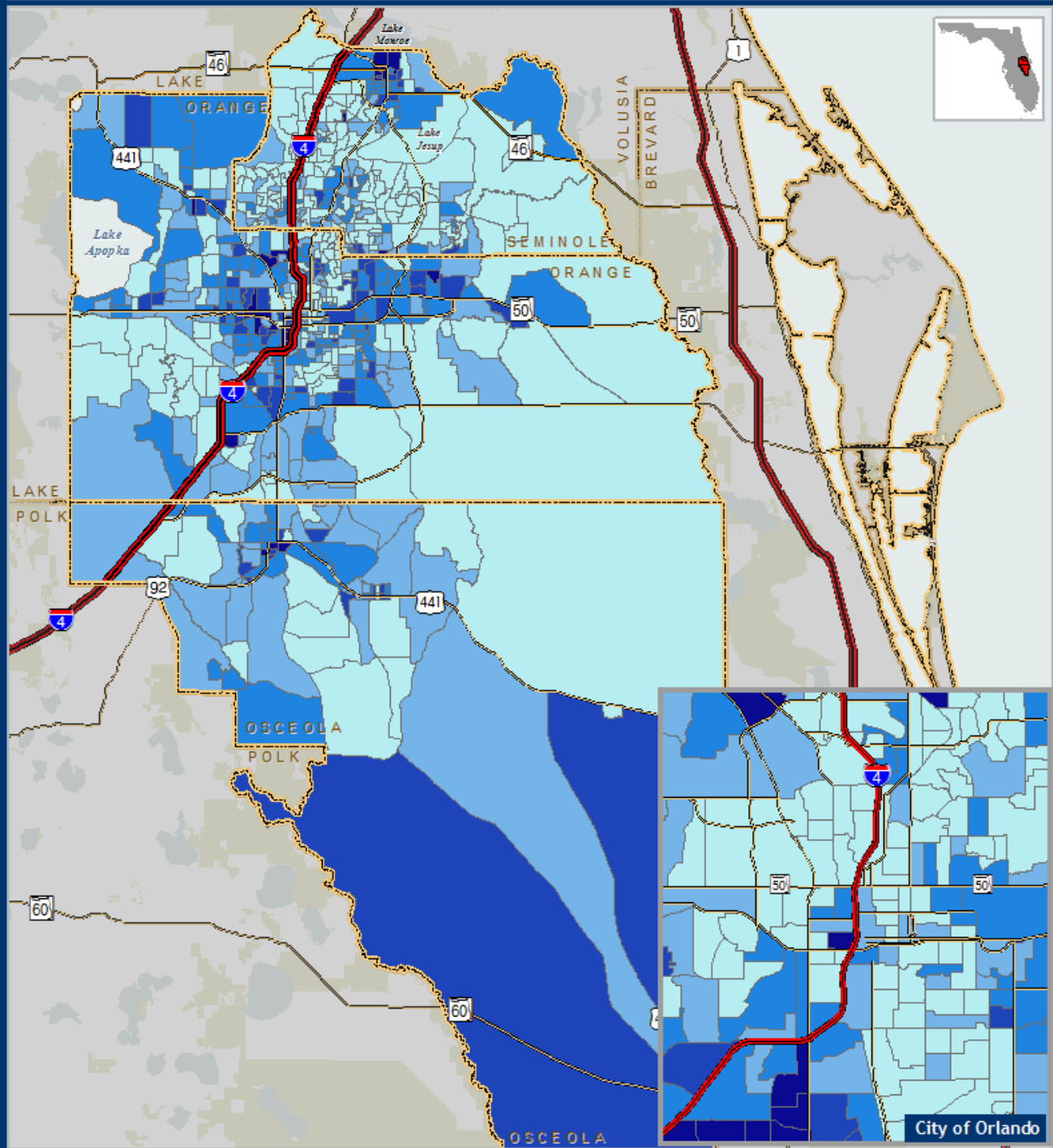


Percentage of Hispanic or Minority at Block Group Level

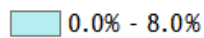
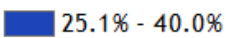
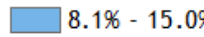
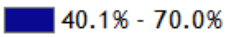
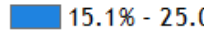


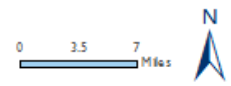
Note: Map created with data from the 2012 American Community Survey, the last year for which complete GIS files were available at the creation of this report.

Households Living in Poverty



Percentage of Households "BELOW POVERTY" at Block Group Level

 0.0% - 8.0%	 25.1% - 40.0%
 8.1% - 15.0%	 40.1% - 70.0%
 15.1% - 25.0%	



Note: Map created with data from the 2012 American Community Survey, the last year for which complete GIS files were available at the creation of this report.

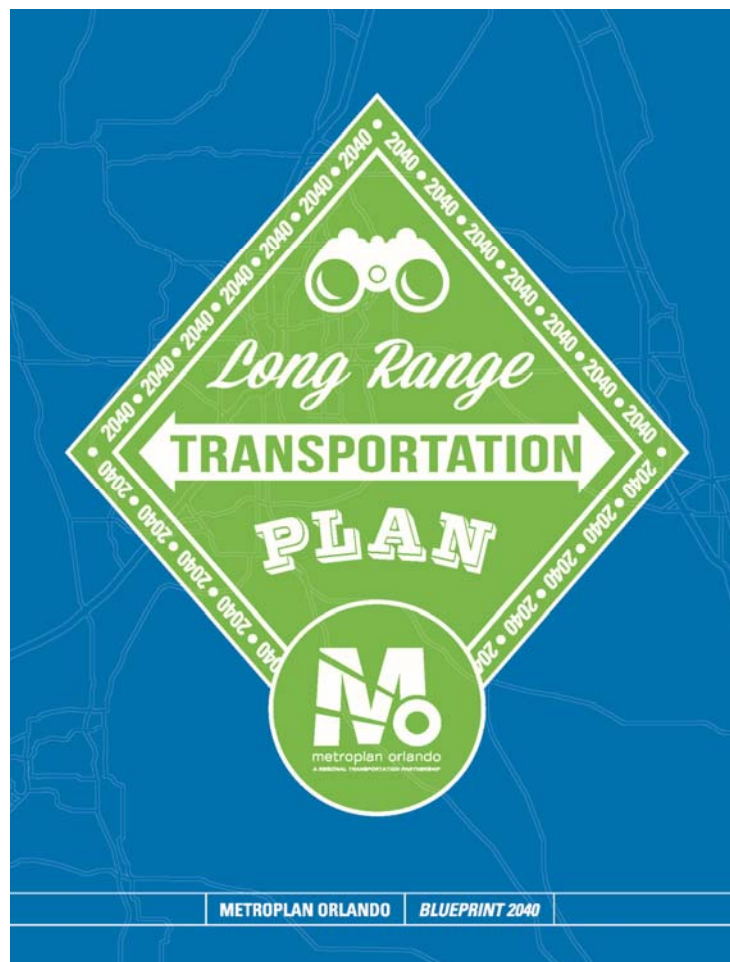
Additional Data: Modeling

In addition to U.S. Census Bureau data, MetroPlan Orlando also derives detailed information about low income populations using data generated through a unique modeling approach used for the 2040 Long Range Transportation Plan.

In recent years, standard trip generation models for long range planning were criticized for failing to capture variations in family lifestyle, which may affect travel behavior and travel-forecasting accuracy.

Technical work on the 2040 Long Range Transportation Plan incorporated income-related data in the trip characteristics model using assessed property values in the three-county area. Results were factored into the overall travel demand forecasting model, allowing planners to better anticipate future transportation impacts and needs.

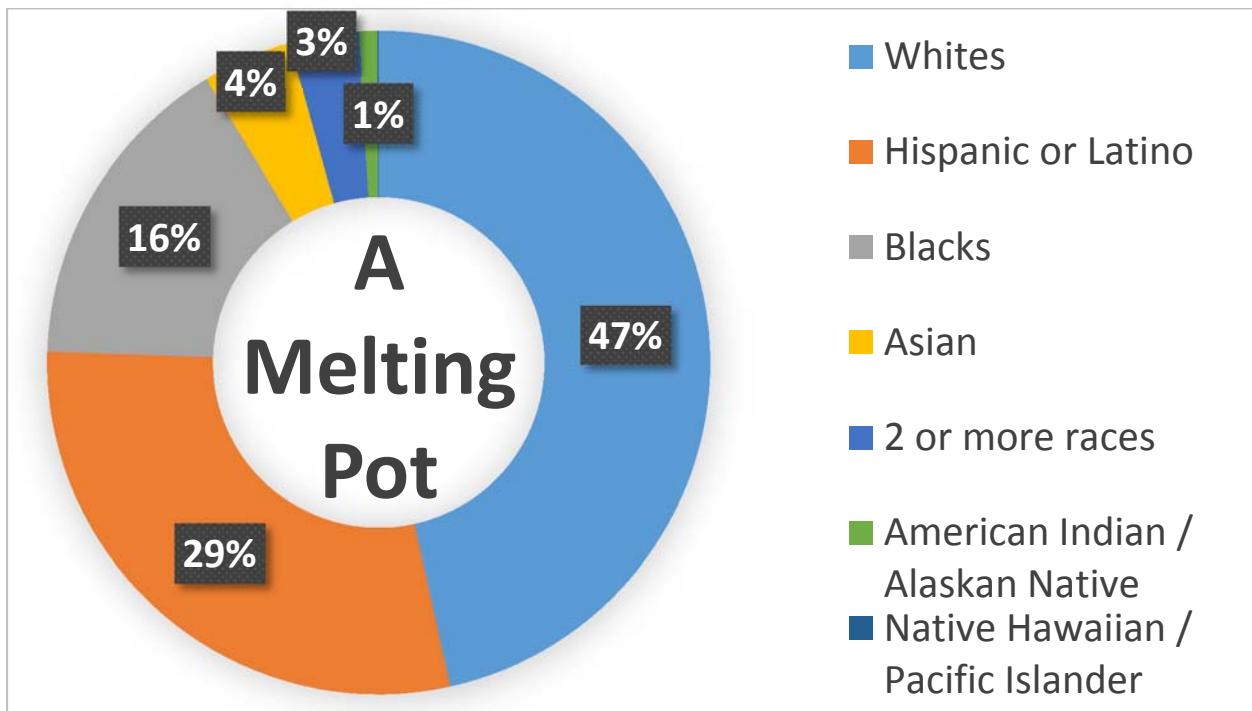
Results were also relevant to identify and analyze low income populations throughout Central Florida. Assessed value of residential parcels can be closely correlated to income. Why? Unlike U.S. Census Bureau data, which is collected in a broad snapshot, assessed values are calculated annually, by parcel.



Analysis

Statistical information in the Title VI Nondiscrimination Plan provides the framework for analyzing the size and scope of *target populations* (as defined by the Federal Highway Administration and Federal Transit Administration) to identify opportunities to minimize, mitigate, or avoid disparate impacts associated with the transportation planning process. Additional information on target populations is included below.

As data from the U.S. Census Bureau suggests, Central Florida is a diverse community racially, ethnically, and economically. A comparison to statistics from the 2000 Census reveals a community that is increasingly multicultural - a beautiful melting pot of various backgrounds (see chart below). A look at poverty statistics shows that it has been difficult for Central Florida families to recover from the Great Recession of 2008-2009. From 2000 to 2013, Central Florida has seen a 5% increase in households living below the federal poverty level.



Target Populations

Low Income: Generally, low income is defined as a person with a household income at or below U.S. Department of Health and Human Services poverty guidelines. The U.S. Census Bureau data, which reports 17.2% of the area's population is at or below poverty level, is released annually in the Small Area Income and Poverty Estimates (SAIPE) report. MetroPlan Orlando also identifies a general geographic distribution of low income households using assessed property values incorporated in modeling during the long range planning process.

Minority Populations: Related to Executive Order 12898 (Environmental Justice), the U.S. Department of Transportation and Federal Highway Administration define *minority* as an individual belonging to any of the following groups:

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



Elderly: Any persons over the age of 65.

People with Disabilities: Persons who have mobility and/or self-care limitations, as defined by the U.S. Census. The disability may be physical or mental.

Zero-Car Households: Households without automobiles or access to an automobile.

Limited English Proficiency Persons: An individual who does not speak, read, write, or understand the English language at a level that permits effective interaction. (NOTE: This target population is addressed in the organization's [Limited English Proficiency Plan](#).)



Outreach to Target Populations

The statistics and analysis in this Title VI Nondiscrimination Plan provide the foundation for the MetroPlan Orlando [Public Involvement Plan](#), which includes: (1) objectives, strategies, and tactics to ensure effective participation and meaningful community representation, (2) varying ways to disseminate information and receive input, and (3) outreach activities that provide affirmative measures to ensure nondiscrimination. Without robust public involvement, it is impossible for MetroPlan Orlando to assess possible adverse impacts to underserved populations.



Title VI Nondiscrimination Policy and Complaint Processing Procedure

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964 and other nondiscrimination authorities, may file a written complaint. All written complaints received by the recipient shall be referred immediately by the recipient's Metropolitan Planning Organization (MPO) Title VI Specialist to the FDOT's District Five Title VI Coordinator for processing in accordance with approved State procedures.

Title VI Complaint Procedure:

1. Verbal and non-written complaints received by the recipient shall initially be addressed informally by the recipient's MPO Title VI Specialist. If the issue has not been satisfactorily resolved through this informal means, or if at any time the person requests to file a formal written complaint, the recipient's MPO Title VI Specialist shall refer the Complainant to the FDOT's District Five Title VI Coordinator for processing in accordance with approved State procedures.
2. The recipient's MPO Title VI Specialist will advise the FDOT's District Five Title VI Coordinator within five (5) calendar days of receipt of the allegations.
3. The following information will be included in every notification to the FDOT's District Five Title VI Coordinator:
 - (a) Name, address, and phone number of the Complainant
 - (b) Name(s) and address(es) of Respondent
 - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - (d) Date of alleged discriminatory act(s)
 - (e) Date of complaint received by the recipient
 - (f) A statement of the complaint
 - (g) Other agencies (state, local or federal) where the complaint has been filed
 - (h) An explanation of the actions the MPO has taken or proposed to resolve the allegation(s) raised in the complaint

4. Within ten (10) calendar days, the MPO Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EEO).
5. Within sixty (60) calendar days, the MPO Title VI Specialist will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the head of the MPO.
6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the MPO Title VI Specialist will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT's EEO, if they are dissatisfied with the final decision rendered by the MPO. The MPO Title VI Specialist will also provide the FDOT's District Five Title VI Coordinator with a copy of this decision and summary of findings.
7. The MPO Title VI Specialist will maintain a log of all verbal and non-written complaints received by the MPO. The log will include the following information:
 - (a) Name of Complainant
 - (b) Name of Respondent
 - (c) Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - (d) Date verbal or non-written complaint was received by the MPO
 - (e) Date the MPO notified the FDOT's District Five Title VI Coordinator of the verbal or non-written complaint
 - (f) Explanation of the actions the MPO has taken or proposed to resolve the issue raised in the complaint

NOTE

Consistent with the organization's *Title VI Nondiscrimination Policy and Complaint Processing and Procedure*, MetroPlan Orlando accepts written or verbal discrimination complaints related to Title VI and other nondiscrimination authorities.

A standard form, titled *MetroPlan Orlando Title VI Discrimination Complaint Form*, is available in English and Spanish, online or by request. A copy of the form is available in the appendix of this plan. This form, whether completed by the individual filing the complaint or by staff when reducing elements of a verbal complaint to writing, also serves as: (1) standard written notification transmitted to the FDOT District Five Title VI Coordinator and (2) documentation filed in the official MetroPlan Orlando log of Title VI complaints.

Appendix

- i. FDOT Assurance: Title VI Nondiscrimination Policy Statement & Related Contract Language - SAMPLE
- ii. Intergovernmental Review Certification - SAMPLE
- iii. Federal Transit Administration Civil Rights Assurance - SAMPLE
- iv. MetroPlan Orlando Assurance Concerning Nondiscrimination on the Basis of Handicap - SAMPLE
- v. MetroPlan Orlando Title VI Complaint Form (English and Spanish)

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ON REQUEST

TITLE VI NONDISCRIMINATION POLICY STATEMENT (Florida Department of Transportation)

MetroPlan Orlando assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

MetroPlan Orlando further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated _____

by _____, Executive Director

Harold W. Barley

APPENDIX A

XIII. RESTRICTIONS PROHIBITIONS, CONTROLS AND LABOR PROVISIONS

- A. **Compliance with Regulations.** The CONTRACTOR shall comply with the regulations of Federal DOT relative to non-discrimination in federally assisted programs of the Federal DOT Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.
- B. **Equal Employment Opportunity.** There shall be no discrimination against any employee who is employed in the work covered by this Agreement, or against any applicant for such employment, because of race, color, religion, sex, age or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, advertising, layoff or termination, rates of pay or other forms of compensation or selection for training, including apprenticeship. The CONTRACTOR shall insert a similar provision in all subcontracts for services covered by this Contract.
- C. **Non-Discrimination.** The CONTRACTOR, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the grounds of race, color, religion, sex or national origin in the selection and retention of subcontractors, including procurement of material and leases of equipment. The CONTRACTOR will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers the program set forth in Appendix B of the Regulations.
- D. **Solicitations for Subcontracts, including Procurements of Materials and Equipment.** In all solicitations made by competitive bidding or negotiation made by the CONTRACTOR for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor, supplier or lessor shall be notified by the CONTRACTOR of obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color, religion, sex or national origin.
- E. **Disadvantaged Business Enterprises.** Disadvantaged Business Enterprises (DBE) shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds.
Participation by Disadvantaged Business Enterprises (DBE): The CONTRACTOR shall agree to abide by the statements in Paragraph (1) and (2) which follow. These statements shall be included in all subsequent agreements between the CONTRACTOR and any subconsultant or contractor.
1. **Policy:** It is the policy of the MetroPlan Orlando that disadvantaged businesses, as defined by *49 Code of Federal Regulations, Part 26*, shall have an opportunity to participate in the performance of Organization contracts in a non-discriminatory environment. The objectives of the Disadvantaged Business Enterprise program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in

development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

2. MetroPlan Orlando, its contractors, suppliers, and consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of MetroPlan Orlando in a non-discriminatory environment.

MetroPlan Orlando shall require its contractors, suppliers, and consultants to not discriminate on the basis of race, color, national origin, religion, gender, age, or disability in the award and performance of its contracts.

This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the *Disadvantaged Business Enterprise Program Plan, Chapters 33 7 and 339, Florida Statutes*, and *Rule Chapter 14-78, Florida Administrative Code*.

It is understood and agreed that if the CONTRACTOR at any time learns that the certification it provided MetroPlan Orlando in compliance with 49 CFR, Section 23.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the CONTRACTOR shall provide immediate written notice to MetroPlan Orlando's Administrative Management as defined in Article II. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as set forth in 49 CFR, Section 29.510, shall be included by the CONTRACTOR in all lower tier covered transactions and in all aforementioned federal regulation.

- F. **Sanctions for Noncompliance.** In the event of the CONTRACTOR's noncompliance with the nondiscrimination provisions of this contract, sanctions may be imposed as determined by the Secretary of Transportation, United States Department of Transportation or designate. Such sanctions may include withholding of funds, cancellation or termination or suspension of the contract in whole or in part.
- G. **Information and Reports.** The CONTRACTOR will provide information and reports required by the federal regulations, or orders and instructions issued pursuant thereto, and will permit access upon prior written notice and during normal business hours, to its books, records, accounts and other sources of information relevant and pertaining to the Project, however, proprietary data, personnel records, any legally privileged information and any other information which is confidential and exempt from Section 119.07(1), Florida Statutes are excluded, and its facilities determined to be pertinent to ascertain compliance with such regulations, orders and instructions.
- H. **Incorporation of Provisions.** The CONTRACTOR will include the provision of paragraphs (A) through (G) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The CONTRACTOR will take such action with respect to any subcontract or procurement as necessary as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that in the event the CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result

of such direction, the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

Contract Assurance

The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of USDOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

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 DOT, including the FHWA.

- I. E-Verify. To the extent required under State of Florida Executive Order 11-116, Vendor/Consultant shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:
1. all persons employed by the Vendor/Consultant during the term of the Contract to perform employment duties within Florida; and
 2. all persons, including subcontractors, assigned by the Vendor/Consultant to perform work pursuant to the contract with the MetroPlan Orlando.

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INTERGOVERNMENTAL REVIEW CERTIFICATION

FTA CIRCULAR 9500.1

Certification is given by the recipient named herein, the Orlando Urban Area Metropolitan Planning Organization (MPO), with respect to its application for assistance pursuant to Section 8 of the Federal Transit Act Amendments of 1991, filed with the Federal Transit Administration (FTA), that the recipient has complied with the provision of 49 CFR 17, Intergovernmental Review of Department of Transportation Programs and Activities.

Date: _____

Orlando Urban Area Metropolitan Planning
Organization

d.b.a. MetroPlan Orlando
Legal Name of Applicant

By: _____

Harold W. Barley, Executive Director

**ORIGINAL AVAILABLE
ON REQUEST**

FEDERAL TRANSIT ADMINISTRATION CIVIL RIGHTS ASSURANCE

The Metropolitan Planning Organization of the Orlando Urbanized Area HEREBY CERTIFIES THAT, as a condition of receiving Federal financial assistance under the Federal Transit Act Amendments of 1991, it will ensure that:

1. No person on the basis of race, color, or national origin will be subjected to discrimination in the level and quality of transportation services and transit related benefits.
2. The Metropolitan Planning Organization of the Orlando Urbanized Area will compile, maintain, and submit in a timely manner Title VI information required by FTA Circular 4702.1 and in compliance with the Department of Transportation's Title VI regulation, 49 CFR Part 21.9.
3. The Metropolitan Planning Organization of the Orlando Urbanized Area will make it known to the public that those person or persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

The person or persons whose signature appears below are authorized to sign this assurance on behalf of the grant applicant or recipient.

Date: _____

Orlando Urban Area Metropolitan Planning
Organization

d.b.a. MetroPlan Orlando
Legal Name of Applicant

By: _____

Harold W. Barley, Executive Director

**ORIGINAL AVAILABLE
ON REQUEST**

Assurance Concerning Nondiscrimination on the Basis of Handicap in Federally Assisted Programs and Activities Receiving or Benefiting from Federal Financial Assistance

(United States Department of Transportation)

The Orlando Urban Area Metropolitan Planning Organization, d.b.a. MetroPlan Orlando (the "Recipient") AGREES THAT, as a condition to that approval or extension of any Federal financial assistance from the United States Department of Transportation to construct any facility, or to participate in or obtain any benefit from any program administered by the Department, to which the Department's regulation set forth in Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 27 "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance" (the "Regulation") applies, no otherwise qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives or benefits from Federal financial assistance administered by the Department of Transportation including the Federal Transit Administration, and GIVES ASSURANCE that it will conduct any program or operate any facility so assisted in compliance with all of the requirements imposed by the Regulation, or any directive issued pursuant to that Regulation.

Date: _____

Orlando Urban Area Metropolitan Planning
Organization

d.b.a. MetroPlan Orlando
Legal Name of Applicant

By: _____

Harold W. Barley, Executive Director



MetroPlan Orlando Title VI Complaint Form

Name	Daytime Phone (if available)	Evening Phone (if available)
Address (Street, P.O. Box, etc.)		City, State, Zip Code
Name of person(s) who discriminated against you, position (if known):		
Please describe the event, occasion, place, etc. where the discrimination took place:		
Date of alleged incident:		
Discrimination on the basis of (please check): <input type="checkbox"/> Race <input type="checkbox"/> Retaliation <input type="checkbox"/> Sex <input type="checkbox"/> Familial Status <input type="checkbox"/> Religion <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Age <input type="checkbox"/> Disability		
Please briefly explain the incident that triggered a Title VI violation, including the nature of the event, who was involved and any other details necessary for an investigation. (NOTE: You may use the other side of this paper and/or attach a separate document.)		
Signature	Date	
Mail to: Cynthia Lambert, MetroPlan Orlando, 315 E. Robinson Street, Suite 355, Orlando, FL., 32801 Email: clambert@metroplanorlando.com Fax: (407) 481-5680		



MetroPlan Orlando Título VI

Forma de Reclamo

Nombre de la persona discriminada	Número de teléfono diurno (si disponible)	Número de teléfono nocturno (si disponible)
Dirección de residencia (número y calle, número de departamento)	Ciudad, estado, y código postal de residencia	
Nombre de la persona que discriminó contra usted, y la posición de trabajo (si conocido):		
Describa por favor el acontecimiento, la ocasión, el lugar, etc. donde la discriminación sucedió:		
Fecha del incidente discriminatorio:		
Causa de la discriminación (marque por favor): <input type="checkbox"/> Raza <input type="checkbox"/> Retaliación <input type="checkbox"/> Sexo <input type="checkbox"/> Estado Civil <input type="checkbox"/> Religión <input type="checkbox"/> Color de Piel <input type="checkbox"/> Nacionalidad <input type="checkbox"/> Edad <input type="checkbox"/> Impedimento Físico o Mental		
Por favor explique brevemente el incidente que provocó una infracción de Título VI, incluyendo quienes participaron y cualquier otros detalles necesarios para una investigación. (Puede utilizar el otro lado de este papel y/o conectar un documento adicional.)		
Firma	Fecha	
Envíe por correo a: Cynthia Lambert, MetroPlan Orlando, 315 E. Robinson Street, Suite 355, Orlando, FL., 32801 Correo Electrónico: clambert@metroplanorlando.com Fax: (407) 481-5680		