

# **TITLE VI & ENVIRONMENTAL JUSTICE CONSIDERATIONS**

related to Transportation Planning and Transportation Improvements  
in the Rockford Metropolitan Planning Area

**Rockford Metropolitan Agency for Planning**  
**313 North Main Street**  
**Rockford, Illinois 61101**

**Phone: 779-348-7627**  
**Fax: 815-967-6913**  
**Website: [www.rmapil.org](http://www.rmapil.org)**



**Rockford Metropolitan Agency For Planning**  
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**RMAP POLICY COMMITTEE**

Chairman Scott H. Christiansen- Winnebago County; RMAP Chairman  
Mayor Mike Chamberlain- City of Belvidere; RMAP Vice-Chairman  
Mayor Darryl F. Lindberg- City of Loves Park  
Mayor Jerry Bolin- Village of Machesney Park  
Mayor Lawrence J. Morrissey- City of Rockford  
Chairman Bob Walberg- Boone County  
Gary L. Marzorati, Board Chair- Rockford Mass Transit District  
Deputy Director Paul Loete- Illinois Department of Transportation, Region 2

**RMAP STAFF**

Michael Dunn, Jr., Executive Director  
Jon Paul Diipla, AICP, Metro Program Manager  
Gary W. McIntyre, Metro Program Manager  
Michael R. Hren, Metropolitan Planner  
Colin R. Belle, Metropolitan Planner  
Christina Washington, Office Manager

This document was prepared by:

Rockford Metropolitan Agency for Planning  
The Federally-Designated Metropolitan Planning Organization  
Rockford, Illinois Urbanized Area

313 N. Main Street, Rockford, IL 61101  
779-348-7627

In Accordance With:  
MAP-21, FTA C 4702.1B and FTA C 4703.1

This Report was Prepared in Cooperation  
With the Following:

U.S. Department of Transportation  
Federal Highway Administration  
Federal Transit Administration  
Illinois Department of Transportation

The Contents, Views, Policies and Conclusions Expressed in This  
Report Are Not Necessarily Those of the Above Agencies



**Rockford** Metropolitan Agency For Planning

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# OVERVIEW

## PURPOSE

Section 601 of Title VI of the Civil Rights Act of 1964 requires that:

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

All programs which receive funding from the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) are required to follow the U.S. Department of Transportation's Title VI regulations of 49 CFR Part 21. As a recipient of USDOT financial assistance, the Rockford Metropolitan Agency for Planning is required to prepare a Title VI Program as stipulated in the FTA Circular 4702.1B. The objectives of Circular 4702.1B are to provide FTA recipients with the direction, guidance and procedures to: ensure that the level and quality of the transportation planning process is provided in a nondiscriminatory manner; promote full and fair participation in transportation decision-making without regard to race, color, or national origin; and ensure meaningful access to transportation planning-related programs and activities by persons with limited English proficiency.

Following the requirements laid out in Circular 4702.1B, the Rockford Metropolitan Agency for Planning (RMAP) is required to prepare a Title VI Program comprised of a public notice of protection against discrimination, procedures to filing a Title VI discrimination complaint, public participation plan, language assistance plan, racial composition of membership on non-elected related boards or committees, demographic profile of the MPO planning area that includes identification of locations of minority populations, description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process, demographic maps that overlay minority /non-minority populations that analyze the impacts of distribution of State and Federal funds for public transportation purposes and an analysis of any disparate impacts on the basis race, color, or national origin. The Title VI program must be approved by the RMAP Policy Committee and submitted to USDOT every three years.

## DEFINITIONS

The following are a selection of definitions applicable to this Title VI Program, which can be found in Chapter I of FTA Circular 4702.1B.

*Discrimination-* Refers to any action or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub-recipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.

*Limited English Proficiency (LEP) Person-* Refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

*Low-Income Person-* Means a person whose median household income is at or below the U.S. Department of Health and Human Services poverty guidelines.

*Metropolitan Planning Organization (MPO)*- The organization created and designated to carry out the federal required metropolitan transportation planning process.

*Minority Person*- Includes the following:

1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
3. Black or African American, which refers to people having origins in any of the Black racial groups of Africa.
4. Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

*Primary Recipient*- Means any USDOT recipient that extends Federal financial assistance to a sub-recipient.

*Sub-recipient*- Means an entity that receives Federal financial assistance from USDOT through a primary recipient.

## TITLE VI AND ENVIRONMENTAL JUSTICE

On February 11<sup>th</sup>, 1994 President Clinton issued Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Population and Low-Income Populations.” Environmental Justice (EJ) builds on to Title VI activities by including the consideration of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes. The guiding principles of Environmental Justice are:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effect, including social and economic effect, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Prior to 2012, Title VI and EJ requirements were lumped together under one circular. Given the close relationship between Title VI and EJ, the distinctions between the requirements were often confused. As a result FTA released two separate Circulars, FTA 4702.1B which outlines Title VI requirements and FTA 4703.1 with EJ requirements in 2012. Title VI is a Federal statute, and as such, in the event of discrimination legal action may be sought. Executive Order 12898 however is not enforceable in court and does not create any legal rights or remedies. While E.O. 12898 does not create a protected class for low-income populations, RMAP recognizes the close relationship between the two and believes it important to include the consideration of effects borne by low-income populations in our Title VI considerations and assessment.

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# ABOUT THE ROCKFORD METROPOLITAN AGENCY FOR PLANNING

The Rockford MPO was first formed as the Rockford Area Transportation Study (RATS) in 1964. The sole purpose of this organization was to focus specifically on transportation issues. In 2008, RATS was renamed the Rockford Metropolitan Agency for Planning (RMAP). This was done in response to a federal certification review held in 2007 in which RATS was urged to expand its focus per the Safe, Accountable, Flexible, Efficient, Transportation Equity Act – A Legacy for Users (SAFETEA-LU) as well as become a more independent agency by locating itself outside of the City of Rockford. At this time RATS became RMAP and the staff was expanded to fill the additional roles the agency was to undertake.

RMAP is comprised of all the major local transportation stakeholders and continually plans and coordinates decisions regarding the Rockford region's major transportation systems considering aspects of the built environment that impact the transportation system. RMAP is empowered and governed by a Cooperative Agreement that was developed and mutually adopted by the Cities of Rockford, Loves Park, and Belvidere; the Counties of Winnebago and Boone; the Village of Machesney Park; the Rockford Mass Transit District; and the State of Illinois acting through the Illinois Department of Transportation (IDOT).

The activities of RMAP are directed by a Policy Committee that consists of the top elected officials from the above entities, the Deputy Director from IDOT Region 2 and Board Representative of the Rockford Mass Transit District. The RMAP Policy Committee receives advice and assistance from a 22-member Technical Committee, which has grown by 5 members in the recent past, and is likely to continue to grow as more partners become aware of and desire to participate in the regional planning process. This committee is comprised of planners and/or engineers from the above aforementioned entities plus the Villages of Cherry Valley, Roscoe, Poplar Grove, and Winnebago; along with representatives from the Rock River Water Reclamation District and the Chicago / Rockford International Airport, as well as the Forest Preserves of Winnebago County, the Boone County Conservation District, the Rockford Park District and the Winnebago County Soil and Water Conservation District.

<b>RMAP Policy Committee</b>
City of Belvidere – Mayor
Boone County – Board Chairman
Illinois Department of Transportation – Deputy Director, Region 2 Engineer
City of Loves Park – Mayor
Village of Machesney Park – Village President
City of Rockford – Mayor
Rockford Mass Transit District – Board Chairman
Winnebago County – Board Chairman

<b>RMAP Technical Committee</b>	
<b>Voting Members</b>	
Belvidere Public Works Department	Village of Poplar Grove
Belvidere – Boone County Planning Department	Rockford Community Development Department
Boone County Conservation District	Rockford Mass Transit District
Boone County Highway Department	Rockford Park District
Village of Cherry Valley	Rockford Public Works Department
Chicago/Rockford International Airport	Rock River Water Reclamation District
Forest Preserves of Winnebago County	Village of Roscoe
Illinois Department of Transportation, District 2	Winnebago County Highway Department
Loves Park Community Development Department	Village of Winnebago
Loves Park Public Works Department	Winnebago County Planning and Economic Development Department
Machesney Park Planning Department	Winnebago County Soil and Water Conservation District
<b>Non-voting Members</b>	
Boone County Council on Aging	Illinois Department of Transportation, Division of Public and Intermodal Transportation
Economic Development District of Northern Illinois	Illinois Department of Transportation, Division of Urban Program Planning
Federal Highway Administration, Illinois Division	Ogle County Highway Department
Illinois Environmental Protection Agency	Rockford Metropolitan Agency for Planning
Illinois Tollway	State Line Area Transportation Study

## REQUIRED MPO PLANNING DOCUMENTS

As RMAP is a Metropolitan Planning Organization, certain planning documents must be developed and maintained. The development of these documents are guided by State and Federal requirements, local needs and the MPO public participation process. Transportation planning documents that RMAP is responsible for include:

- The annual development of a Unified Work Program (UWP) that describes the planning work to be accomplished in the coming year, assigns or coordinates the work responsibilities, and allocates the funds available for planning to the various participants.
- The Transportation Improvement Program (TIP) that lists all major transportation projects to be implemented over the next four years by the above-mentioned and other authorities in the area.
- The Long-Range Transportation Plan (LRTP) that coordinates all major transportation improvements planned for the next 25-30 years.
- The Public Participation Plan (PPP), a document that sets forth how the public is to be informed and involved in the transportation decision-making and planning process.
- The Coordinated Public Transit- Human Services Transportation Plan (HSTP) process, a document that identifies needs and gaps within the RMAP area that impact transit dependent populations, develops strategies to remedy mobility barriers and coordinates service between public transit providers and humans services /workforce investment organizations.

When conducting the overall transportation planning process, RMAP must comply with Federal guidance pertaining to Title VI and Environmental Justice.

## FUNDING

RMAP is funded through a combination of Federal, State and local dollars or contractual payments. Eighty percent of the funding for the RMAP organization is provided by Federal funding sources (USDOT, FHWA, FTA) and the remaining twenty percent is provided through a combination of local and State (IDOT) dollars.

Further information regarding the funding of RMAP can be found in the annual RMAP Unified Work Program (UWP). This document can be accessed at [www.rmapil.org](http://www.rmapil.org) .

## MINORITY REPRESENTATION ON NON-ELECTED PLANNING AND ADVISORY BOARDS AND COMMITTEES

Minority Representation <sup>1</sup>	Caucasian	African American	Asian American	All Other	Hispanic
<b>MPA Population</b>	78%	11%	2%	9%	13%
<b>RMAP Policy Committee</b>	88%	12%	0%	0%	0%
<b>RMAP Technical Committee</b>	96%	4%	0%	0%	0%
<b>RMAP Mobility Subcommittee</b>	87%	13%	0%	0%	0%

FTA Title VI Circular 4702.1B requires that any recipients that have transportation-related, non-elected planning boards, advisory council or committees, or similar bodies, membership of these committees must be broken down by race, accompanied by a description of efforts made to encourage the participation of minorities on these committees. The table above provides detail as to the demographic representation on the various RMAP MPO Committees. It should be noted that as a result of the RMAP Policy Committee membership consisting of locally elected officials and the RMAP Technical Committee membership consisting of State and local planning and engineering staff (based on the individual’s position/title), RMAP does not have control over the racial/ethnic/demographic composition of those committees. RMAP however will continue to make efforts to promote diversity and encourages participation of all citizens in the transportation planning and programming process.

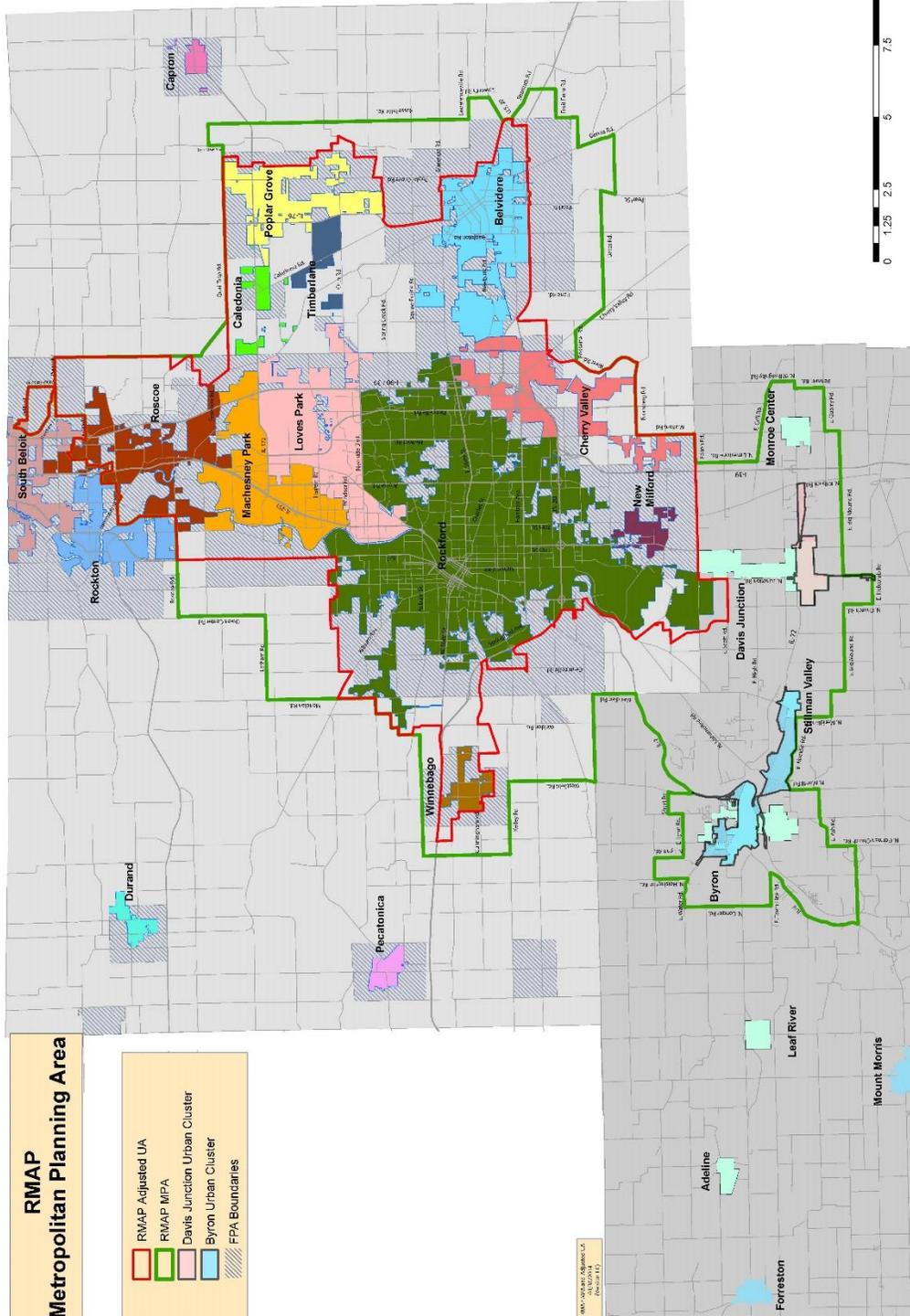
The RMAP Mobility Subcommittee’s objective is to promote communication and coordination between public transit, human service providers and work-force development agencies. The Mobility Subcommittee is charged with facilitating public involvement to identify transportation needs, identify and work with resource agencies to develop strategies that address the transportation needs of public transit dependent populations, and advocate for enhancements, expansion and new services that improve the mobility and overall well-being of minority, low-income and public transportation dependent populations. This gives RMAP the opportunity to engage representatives from minority, low-income and transit-dependent populations on a variety of public transit/transportation-related issues.

Further goals and strategies to actively engage minority populations are included in the Public Participation Plan and recent special RMAP changes, improvements or efforts included later in this document.

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<sup>1</sup> Due to Census definitions, these categories may overlap and exceed 100%.

# RMAP METROPOLITAN PLANNING AREA (MPA)



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# NONDISCRIMINATION POLICY

The Rockford Metropolitan Agency for Planning unequivocally seeks to provide fair and equitable access to the transportation planning process to all persons in the RMAP metropolitan planning area. No persons shall be shorted, limited, or in any other way be discriminated against on the basis of race, color, national origin, sex, age, religion, physical or mental abilities or disabilities, ability to speak or understand the English language, or financial wealth or the ability to earn financial income. RMAP agrees to compile, maintain, and submit in a timely manner Title VI information required by FTA Circular 4702.1B and in compliance with the U.S. Department of Transportation's Title VI Regulation. Furthermore, RMAP 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, Federal Highway Administration and/or the U.S. Department of Transportation. The following policies and procedures in the duration of this document are intended to ensure that RMAP continues to adhere to the requirements of Title VI and Environmental Justice and provides and inclusionary transportation planning process.

Title VI and Environmental Justice must be considered as RMAP develops transportation proposals, plans and projects. Specifically, RMAP must make concerted efforts to recognize the adverse impacts of its proposals, as well as the beneficial aspects. Second, RMAP must take action to identify exactly who will be affected and to what degrees. Third, RMAP must inform and involve the public, especially those persons likely to be affected, in the planning and decision-making process. Fourth, RMAP must consider alternatives and choose carefully and fairly among those alternatives. As the MPO proceeds through these steps, RMAP and the RMAP participant member agencies must strive to:

- A. Direct fair shares of funding or assistance to minority and low-income persons, populations and geographies.
- B. Minimize the adverse impacts of all activities on all persons and groups, but especially on minority and low-income persons and populations.
- C. Make concerted efforts to determine what populations are going to be affected, before expenditure of any federal funds, implement any federal program, impose any federal regulations, or create or cause any adverse or harmful impacts.
- D. Periodically, review and analyze past actions to determine, to the extent possible, if all groups are being treated equitably.
- E. Make concerted efforts, as RMAP plans and programs its activities, to involve minority and low-income groups, in the decision-making process.
- F. Promote Title VI & Environmental Justice efforts both within RMAP and by all the RMAP participant member agencies within their respective jurisdictions, especially the local units of government with transportation responsibilities.

G. Take into account the diversity of the RMAP participants and all the communities within the RMAP Metropolitan Planning Area (MPA). Specifically:

Older central cities of Rockford and Belvidere, which have higher concentrations of minorities, should be given special consideration. Similarly, the older "suburbs" of Loves Park, and Machesney Park that have some concentrations of low-income persons should not be neglected.

Care should be taken that all communities are represented when important decisions are made, especially decisions that will affect minority or low-income person or groups.

The following Title VI program was approved by the Rockford Metropolitan Agency for Planning Policy Committee on September 24<sup>th</sup>, 2015. A copy of the Policy Committee resolution can be found in **Appendix A**.

## NOTICE TO THE PUBLIC

RMAP's Title VI Notice is posted within the public reception area of RMAP offices as well as on the RMAP website. References to Title VI and Environmental Justice considerations, as well as its inclusion in the transportation planning process, are also contained within the various MPO documents.

To view a copy of RMAP's Title VI Notice to the public please see **Appendix B**.

## HOW TO FILE A COMPLAINT

RMAP has developed a procedure for investigating and tracking any Title VI complaints that may be filed. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation by RMAP's administration of federally funded programs, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by RMAP shall be referred immediately to the RMAP Title VI Coordinator. Verbal and non-written complaints received by RMAP shall be resolved informally by the RMAP Title VI Coordinator. If the issue has not been satisfactorily resolved through informal means, or if at any time the complainant requests to file a formal written complaint, the complainant shall be permitted to do so, and the complaint shall follow the process for written complaints.

The RMAP Executive Director will be informed of any written complaint within 10 days of receipt of the complaint. Within 30 days of receipt of the complaint the RMAP Title VI Coordinator will acknowledge receipt of the complaint and inform the complainant of proposed action to process the complaint. Within 120 days of receipt of the complaint the RMAP Title VI Coordinator will conduct and complete a full investigation of the complaint and provide a recommendation for action in a report of findings to the RMAP Executive Director. Within 150 days of receipt of the complaint, the RMAP Executive Director will notify the complainant in writing of the final decision reached. The notification will advise the complainant of their right to file a formal complaint with IDOT's Equal Opportunity Office if they are dissatisfied with the final decision rendered by RMAP. The RMAP Title VI Coordinator will also provide the RMAP Policy Committee with a copy of this decision and summary of findings.

A person may also file a complaint directly with the following agencies:

- Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.
- Federal Highway Administration, at FHWA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.
- Illinois Department of Transportation, at IDOT Bureau of Civil Rights, 2300 South Dirksen Parkway, Springfield, IL 62764

To view a copy of RMAP's Complaint Form please see **Appendix C**.

To view a full text copy of RMAP's Complaint Process please see **Appendix D**.

## TITLE VI INVESTIGATIONS

All FTA /FHWA funding recipients are required to prepare and maintain a list of any complaints alleging discrimination on the basis of race, color, or national origin. RMAP is pleased to report the organization has not received any Title VI complaints since the previously submitted Title VI and Environmental Justice document.

## ADDITIONAL INFORMATION

For a list of previous submittals and documents please see **Appendix E**.

For a list of special RMAP changes, improvements or efforts since the last Title VI program submittal please see **Appendix F**.

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# PUBLIC PARTICIPATION AND OUTREACH

RMAP is dedicated to providing access to the transportation planning process and associated MPO planning documents to all people, regardless of race, color, national origin, socio-economic status, English proficiency, or disability. RMAP has prepared several documents to help guide the agency in ensuring that the transportation planning process is open to everyone.

## PUBLIC PARTICIPATION PLAN

RMAP's Public Participation Plan (PPP) outlines the strategies developed to distribute information to the public on our transportation planning and programming processes. This plan includes methodologies in which the MPO utilizes in addition to projects, studies and plans, as well as gathering public feedback on these projects. RMAP recognizes that effective public participation, with an emphasis on traditionally underserved populations, is critical to ensuring that a comprehensive viewpoint and considerations are appropriately incorporated into the transportation planning process.

Generally, to summarize material set forth in the RMAP PPP, RMAP attempts to notify and involve the public in several ways:

**Direct Mailings:** RMAP maintains an extensive mailing list, nearly 200 names and organizations, and uses this list on a regular basis. All persons on this mailing list are notified 1-2 weeks prior to every RMAP Mobility Subcommittee, Technical Committee and Policy Committee meeting of the date, time, place and agenda of each meeting. Members on the list also gets copies of the materials to be presented, discussed and acted on at the meetings. This list is rigorously maintained.

**Media Notification:** The above mailing list includes TV/radio stations, newspapers and public libraries.

**Open Meetings:** All RMAP meetings are open to the public and the public is invited to participate in discussions on any and all topics.

**Annual Notice:** An annual notice is placed in the newspaper of greatest circulation announcing the transportation planning process and activities for the upcoming fiscal year.

**External Involvement:** RMAP avails itself to and participates with numerous special interest groups. Examples include area bicycle groups, area environmental groups, and organizations such as the Economic Development District of Northern Illinois (EDDNI) Natural Land Institute, the Rockford Chamber of Commerce, Growth Dimensions, the Rockford Health Council and various others.

**Special Planning Studies Involvement:** RMAP makes unique efforts to involve the public in special studies it is conducting. This typically includes study start-up meetings where the public is informed of the purposes of the study and the public is invited to make preliminary comments. The public is usually notified of these special meetings via newspaper articles and public service bulletins. This is common practice for all large, special planning studies.

Please see **Appendix G** for the further information on Public Participation Plan.

Please see **Appendix H** for MPO outreach efforts made since the last Title VI Program submission.

## LIMITED ENGLISH PROFICIENCY POLICY

The Rockford Metropolitan Agency for Planning has developed a Limited English Proficiency (LEP) Plan to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MPO programs as required by Executive Order 13166. RMAP defines persons with limited English proficiency to be those individuals who meet the following criteria: English as second language, having a limited ability to internalize the English language, and having a disability prohibiting full usage and understanding of the English language.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the MPO's extent of obligation to provide LEP services, the MPO undertook a U.S. Department of Transportation four factor LEP analysis.

Typical measures will include but are not limited to providing translated documents, interpreters for RMAP open houses and forums and staff training for appropriate assistance.

To view further information regarding the RMAP Limited English Proficiency Plan please see **Appendix I**.

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# Monitoring Procedures and Efforts

## ROCKFORD METROPOLITAN AGENCY FOR PLANNING PROCEDURES

RMAP is charged with the responsibility to direct, coordinate, and administer the continuing, comprehensive, and cooperative (3-C) transportation process. The MPO takes a comprehensive approach to monitoring population trends across the region. RMAP assembles detailed Census data to track demographic trends across the area. In addition to Census data, RMAP also develops detailed dwelling unit and employment forecasts encompassing Boone and Winnebago Counties, in addition to Rock County in Wisconsin. Building and demolition permits are closely monitored to help determine the location and quantities of dwelling unit changes throughout the area. Longitudinal employment dynamics are closely studied to determine the employment locations of minority and low-income groups in relation to their place of residence to help identify key transportation linkages.

RMAP also works closely with the Rockford Mass Transit District (RMTD) to develop their required Title VI and Environmental Justice planning documents. A Memorandum of Understanding for Cooperative Transportation Planning signed between RMAP and the public transit agencies within its boundaries, including RMTD denotes that RMAP will:

- Assist the Public Transit Operators by periodically conducting a Title VI (Nondiscrimination) Assessment, in accordance with federal guidelines; and
- RMAP will assist the Public Transit Operators by providing information that can be used to support visualizations, assist in the decision making and transportation planning process and aid in the public participation process for transportation planning.

On an annual basis the Chair of the RMAP Policy Committee and IDOT Bureau Chief of Urban Planning and Programming sign a self-certification which stipulates that RMAP agrees to assure compliance with all Title VI and Environmental Justice requirements. A copy of the most recently approved self-certification can be found in **Appendix J**.

RMAP will submit updated Title VI Program information to the regional FTA Civil Rights Officer every three years.

In 2011 RMAP received a grant from the Partnership for Sustainable Communities, an interagency partnership between the U.S. Departments of Housing and Urban Development, Department of Transportation and the Environmental Protection Agency to create a Regional Plan for Sustainable Development. A component of this program includes an online data commons and public mapping interface which features a wide range of sustainability indicators, including areas of concentrated poverty, high densities of minority households, zero car households, and limited English proficiency. RMTD bus routes are also featured on the mapping site, providing data on public transit linkages between housing, employment and amenities. All of these features are available to the public at no cost, allowing for heightened public engagement in the transportation planning process. This data can be accessed at [www.ourvitalsigns.com](http://www.ourvitalsigns.com).

## CONSIDERATION OF MOBILITY NEEDS OF MINORITY POPULATIONS

Particular attention to mobility needs of minority populations as well as transit dependent populations is provided through the RMAP Mobility Subcommittee. As previously described in this document, the RMAP Mobility Subcommittee has been charged with coordinating organizations from workforce investment, human services, public transit providers, members of the public and governmental entities to determine gaps in transportation services and accessibility for low-income, minority, elderly and persons with disabilities. Through working with the RMAP Mobility Subcommittee, transportation services have been implemented that service regional employment locations such as the CherryVale Mall, Burden Loop Industrial Park and the first fixed route transit service to the City of Belvidere.

Input received by this Subcommittee is essential as it provides for the consideration of transportation needs for minority and low income populations with both regional and local transportation initiatives, plans and projects.

Related to the public participation element, RMAP open houses and other public events are held at or nearby public transit accessible locations.

Further information regarding the RMAP Mobility Subcommittee and the HSTP process can be found in the RMAP Coordinated Public-Transit Human Services Transportation Plan. The plan can be accessed at [www.rmapil.org](http://www.rmapil.org)

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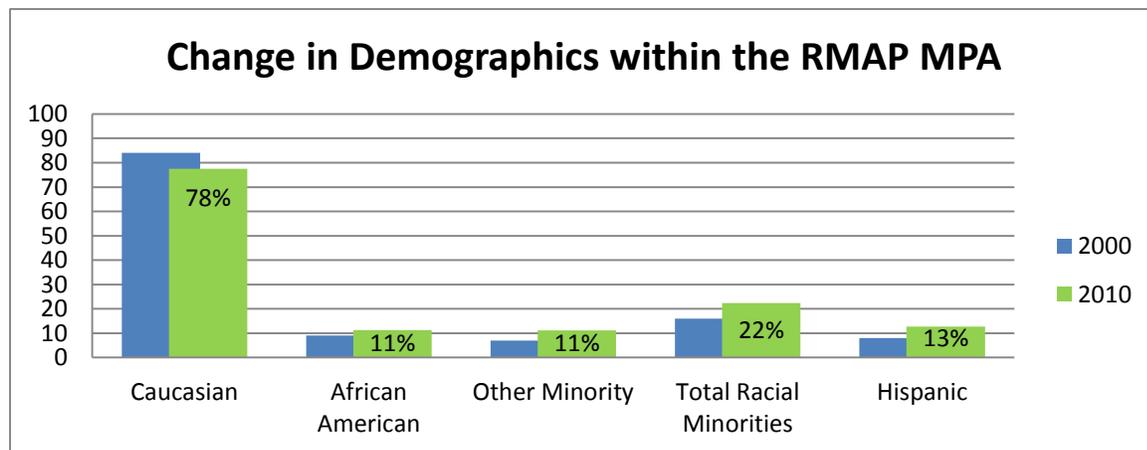
# Metropolitan Planning Area Demographics

RMAP has compiled a collection of data applicable to the assessment of Title VI program and for conducting Environmental Justice evaluations. A summary of the data is as follows. This data will be updated in house as new data becomes available.

Please Note: All maps referenced in the section can be found in **Appendix K**

## DEMOGRAPHIC PROFILE

According to the 2010 census racial minorities comprise 22% of the population within the RMAP Metropolitan Planning Area;<sup>2</sup> African Americans alone represent 11% of the planning area population. Those of Asian descent represent only about 2% of the planning area. American Indian and Hawaiian or Pacific Islander combined make up less than 1% of the population. The remainder claim either two or more or other races. The Hispanic ethnicity actually comprises the largest minority population in the planning area at 13%. In 2000<sup>3</sup> Caucasians represented 84% of the metropolitan planning area population and in 2010 dropped to representing 78% of the metropolitan planning area population. Considerable growth has been seen in both the African American and Hispanic populations. The growth of the Hispanic population since 1990 in particular can partially be explained by the addition of the City of Belvidere to the RMAP MPA.



**Map A** located in the appendix provides a dot density illustration of the population distribution across the region.

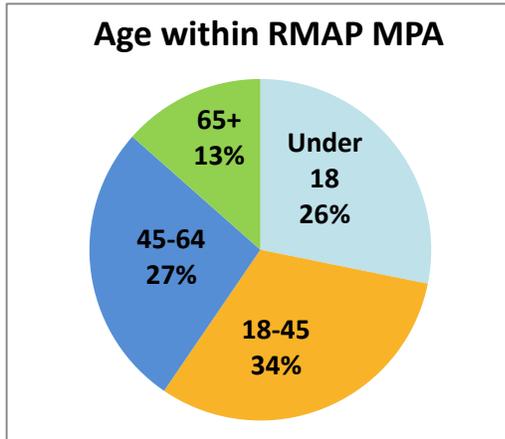
**Map B** shows the distribution of all minorities as a whole. **Maps C through I** provide dot density illustrations of the distribution of people identifying their race and ethnicity as African American, Hispanic,

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<sup>2</sup> Those of African American, Asian, Native American, Hawaiian and Pacific Islander, other, or multi-race backgrounds are included in the racial minority category. The U.S. Census Bureau counts both race and ethnicity. In this instance Hispanic/Latino is considered an ethnic minority. An individual can be counted as both a racial minority and ethnic minority by the Census, therefore these classifications are treated separately in this analysis

<sup>3</sup> 2000 and 2010 population percentages reflect the percentages reported in the last Title VI submission.

Asian, American Indian, Hawaiian, Multi-race or other, respectively. Generally speaking, the African American population has the greatest density in western Rockford, as well as the south side of Rockford to a somewhat lesser degree. Concentrations of the Hispanic population are located in the southwest side of Rockford, along with a very sizable population well distributed throughout the City of Belvidere. Asian minorities are scattered widely throughout Rockford’s east side. People identifying themselves as American Indian, Hawaiian or other are uniformly scattered throughout the metropolitan planning area.



As can be seen from the graph to the left youth ages under 18 years (i.e. 17 years old and under) compose just over 26% of RMAP’s Metropolitan Planning Area. Working age adults (18-64) make up 61%, with the remaining 13% of residents living in the MPA being over the age of 65. The male to female ratio is closely balanced: 49% of MPA resident are men, compared to 51% female.

The 2008-2012 ACS data indicates that the average median household income for the Metropolitan Planning Area is \$49,976. Assuming an average household size of four people, the 2012 Health and Human Services Poverty Threshold was \$23,492. The ACS also includes a category to track people in poverty; 55,081 people (15%) in the RMAP Metropolitan Planning Area fall under the poverty line as of the 2008-2012 ACS. RMAP’s Vital Signs “State of Social Well-being of the Rockford Region” report highlights some telling figures regarding poverty in the Rockford region: In 2011 in the City of Rockford 14% of Caucasians were in poverty, compared to 43% of Hispanics and 47% of African Americans. Additionally, in 2011 the Rockford MSA had an overall unemployment rate of 11%. Broken down by race and ethnicity, the unemployment rate for Caucasians was 11%, however rises to a rate of 16% for Hispanics and 29% for African Americans.

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# ENVIRONMENTAL JUSTICE ASSESSMENT

On February 11<sup>th</sup>, 1994 President Clinton issued Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Population and Low-Income Populations,” followed by a USDOT Order in 1997 to promote the principles of environmental justice in all DOT programs, policies, and activities. Environmental Justice (EJ) builds upon Title VI activities by including the consideration of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes. The term “environmental justice” may be misleading- environment is often times associated with one’s natural surroundings. In following with Executive Order 12898 “environment” is more broadly understood to refer to “the complex social and cultural conditions affecting the [intrinsic qualities] of an individual or community.” The guiding principles of environmental justice are:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effect, including social and economic effect, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affect communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

The Rockford Region is recovering from a legacy of inequitable development. During the 1950s and 1960s the decision was made to located I-90 on the far eastern extremity of the City of Rockford, subsequently followed by the construction of I-39 in the southeast quadrant of the area. As a result new places of residence, employment and commerce grew eastward to take advantage of the new infrastructure while the western portion of Rockford saw a disinvestment in the infrastructure and aging core of the City. Dense concentrations of minorities, most notably African Americans and Hispanics have historically and currently continue to reside in these geographic locations. Over the course of the last 20 years many new capital improvement projects have begun to transform the western portion of the City of Rockford, however the employment and commerce centers largely remain located in the east, capitalizing on the close proximity to I-90. For example, while some of the RMTD route may transverse predominantly non-minority and higher income sections of the City, these routes are critical to connecting minority populations to the employment and services in the east. This highlights the importance of tracking key demographic data to ensure that disadvantaged populations receive benefits equal to that of the general population.

## PLANNING AREA THRESHOLDS

Establishing a demographic baseline is a vital step in conducting an Environmental Justice assessment. RMAP has calculated thresholds for the metropolitan planning area (MPA) useful for determining areas with minority populations that may be particularly impacted by a transportation planning process/transit service change or facility improvement. A threshold represents the overall concentration of a population across the entire metropolitan planning area. This threshold was then applied to all the census block groups within the planning area<sup>4</sup>to identify areas with higher than average minority densities. To comply with

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<sup>4</sup> Census block group geography was used whenever possible. In some instances the data was only available at the Census tract level, and is noted as such. Some census blocks and tracts within the service area extend significantly beyond the MPA boundary, therefore population estimates will exceed the actual service area population.

Environmental Justice criteria a low-income threshold was established based on Census Bureau poverty data. Additionally, thresholds were calculated for “disadvantaged” populations. These populations include: limited English proficiency, elderly (aged 65 and above) and zero car households. In the future a threshold will be set for those with disabilities. Due to an oversight by the Census Bureau this data has not been available since the 2000 Census; however it is anticipated that future ACS data releases will contain this disability data.

Planning area thresholds are meant to provide a broad overview of demographic conditions across the region. Planning area thresholds depict population percentages by census block, census block group or census tract. It is often helpful to overlay the dot density maps on top to get a complete picture of the spatial distribution of these demographic groups. All maps are located in **Appendix K**.

**Total Racial Minority**- A person of African, Asian, Native American, Hawaiian and Pacific Island descent or those identifying themselves as having a multi-race or other background. As illustrated earlier those of African descent represent the largest racial group. The threshold for the Metropolitan Planning Area is **22%**; 40% of the metropolitan planning area block groups exceed this level. As would be expected, these higher than average block groups, shown on **Map J**, are concentrated in the western and southern portion of the City of Rockford, as well as a portion of the City of Belvidere.

**Hispanic Minority**- A person of Mexican, Puerto Rican, Cuban, Central or South American descent, regardless of race. The threshold for the metropolitan planning area is **13%**; 38% of the Metropolitan Planning Area block groups exceed this level. These higher than average block groups are predominately concentrated in the southern portion of the City of Rockford and across the entirety of the City of Belvidere, as shown on **Map K**.

**Limited English Proficiency**- This is a measure of households in which no one over the age of 14 understands English well. Within the RMAP MPA, these households are predominantly Spanish speaking. The threshold for the metropolitan planning area is **3%**, much smaller than the previous categories. **Map L** shows that block groups with higher than average limited English speaking households are spread all across the planning area, the block groups with the highest concentrations of these households are found just south of downtown Rockford, the south side of Rockford, and the City of Belvidere. This map can be a particularly useful planning tool for targeting areas that may need specialized attention during public engagement.

**Low Income**- Under FTA Circular 4702.1B low-income is defined as a person whose median household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. Recipients are encouraged to establish their own locally defined measure of low-income, providing it is at least as inclusive as the HHS guidelines. This analysis uses the Census Bureau’s poverty status calculation<sup>5</sup>. Rather than calculate the threshold for this category in the same manner as the rest of the thresholds, **15%** was established as the threshold value for the Metropolitan Planning Area. RMAP’s Vital Signs project found that 15% poverty was the critical tipping point for defining a neighborhood / area in distress. 55% of RMAP’s metropolitan planning area is above this threshold, illustrated by **Map M**.

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<sup>5</sup> Data only available down to the census tract level.

**Zero Car Households-** Measured as households without access to an automobile. In some instances not owning a car may be a lifestyle decision, however in the Rockford region it is more typically a result of not having sufficient funds to own and operate a car or due to a disability. These households are dependent upon public transit for mobility and would be particularly impacted by a transit service change. The metropolitan planning area threshold is 9%.<sup>6</sup> As shown on **Map N** the greatest concentration of zero-car households lies in Rockford's downtown and extends into the west and south side of the City.

**Seniors (65+)** - As people age mobility becomes increasingly challenging. The senior threshold is 14% for the Metropolitan Planning Area. Block groups above the threshold level, shown on **Map O**, make a patchwork pattern across the planning area, with higher percentages in downtown Rockford as well as the north and east sides.

**Map P** and **Map Q** display projects completed within the RMAP metropolitan planning area between 2006-2013 that utilized State and / or Federal funding sources are shown on this map. Projects completed within the RMAP MPA totaled \$343,216,865. Of this total amount, \$188,556,660 were spent on projects that were geographically located in or bordered Census Block Groups that consisted of 22% or more persons who identified themselves as a minority population through the US Census (2010 Decennial Census). Projects completed in or bordering these Census Block Groups account for approximately 55% of the total amount of State and / or Federally funds expended on transportation improvements within the RMAP MPA.

Of the total amount of \$343,216,865 in State and/ or Federal funding sources expended, \$220,129,660 were spent on projects that were geographically located in or bordered Census Tracts that consisted of 16% or more persons identified as below the poverty level through the U.S. Census (2010 Decennial Census). Projects completed in or bordering these Census Tracts account for approximately 64% of the total amount of State and / or Federally funds expended on transportation improvements within the RMAP MPA.

When the data is compared with transportation projects in the TIP, it appears there is an equitable balance of projects in minority / low-income areas and non-minority / upper income areas.

## OVERALL FINDINGS

The above discussions, past assessments and included maps and charts serve to illustrate that Title VI and Environmental Justice have been long-standing considerations in the RMAP MPO transportation planning process. Information has been developed that identifies the location of minority groups and low-income populations in the Rockford Metropolitan Planning Area. When the data is compared with transportation projects in the TIP, it appears there is an equitable balance of projects in minority / low-income areas and non-minority / upper income areas. Additionally, when the data is compared with the deployment of the public transit system there is strong evidence (RMTD Title VI and Environmental Justice document – dated 2/26/2014) that the public transit operators are providing much better service to minorities and low income person and groups than to the general population, thus effectively providing service to transit dependent populations.

Lastly, when the data is compared to the allocation of Federal transportation funds that are under the control

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<sup>6</sup> Data only available down to the census tract level.

of the RMAP Policy Committee – low-income and minority areas have received a sizable share of these projects and funding.

RMAP will continue to monitor changes in planning area demographics toward the goal of continuing equitable access to the transportation planning process and federal transportation funding. Additionally RMAP will encourage its partner organizations to continue to ensure that new investments and facilities, service, and maintenance of existing infrastructure (state-of-good-repair) deliver equitable levels of benefits to these traditionally underserved and disadvantaged populations. This can be achieved through continuing to actively engage minority and disadvantaged populations in the transportation decision making process to avoid, minimize or mitigate any disproportionately high and adverse effects.

## RMAP POLICY COMMITTEE TITLE VI & EJ RESOLUTION



Rockford Metropolitan Agency For Planning

### RMAP RESOLUTION 2015-11

**RE: RMAP TITLE VI / ENVIRONMENTAL JUSTICE (EJ) CONSIDERATIONS  
AND RMAP LIMITED ENGLISH PROFICIENCY (LEP) PLAN**

- WHEREAS** the Federal Highway Act of 1962, as amended, and the Urban Mass Transportation Act of 1964, as amended, provides for an urban transportation planning process; and
- WHEREAS** the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) currently authorizes funding to improve our nation's transportation system for highways, highway safety, public transit, alternative non-motorized forms of transportation and freight through continuing resolutions; and
- WHEREAS** future Federal Transportation laws will continue to authorize funding to improve our nation's transportation system for highways, highway safety, public transit, alternative non-motorized forms of transportation and freight; and
- WHEREAS** the Rockford Metropolitan Agency for Planning (RMAP) is the Metropolitan Planning Organization (MPO) for the Rockford Metropolitan Area, and the RMAP Policy Committee has the specific responsibility to direct and administer the 3-C (continuing, cooperative, comprehensive) urban transportation planning process; and
- WHEREAS** all programs and organizations receiving financial assistance from FHWA and FTA are subject to Title VI of the Civil Rights Act of 1964 and US DOT's implementing regulations ; and
- WHEREAS** Executive Order 12898 "Federal Actions to Address Environmental Justice in Minority Population and Low-Income Populations" builds on to Title VI activities by including the consideration of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes; and
- WHEREAS** Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" states that recipients of federal transportation funds shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English proficient (LEP); and
- WHEREAS** the Rockford Metropolitan Agency for Planning assures that no person or group of persons on the basis of race, color, or national origin, including limited English proficient persons, are subjected to discrimination in the level and quality of transportation planning programs and activities provided by the MPO, whether federally funded or not; and
- WHEREAS** the Rockford Metropolitan Agency for Planning has developed an updated Title VI Program/ Environmental Justice (EJ) Considerations document and Limited English Proficiency (LEP) Plan that meets the requirements of FTA Circular 4702.1B (Title VI) and FTA Circular 4703.1 (Environmental Justice); and
- WHEREAS** part of the MPO planning process, RMAP (1) considered a wide range of citizen, community and technical input in accordance with the adopted RMAP Public Participation Plan; (2) provided opportunities for public input and comment at all RMAP Mobility Subcommittee, Technical and Policy Committee meetings and other informational public engagement meetings; and (3) made the drafts of the updates available via the RMAP website and also upon request; and

our future, our goals, our map

313 North Main Street, Rockford, IL 61101

direct 779.348.RMAP fax 815.967.6913 web rmapil.org

Chairman Scott H. Christiansen  
Winnebago County, RMAP Chair

Mayor Darryl F. Lindberg  
City of Loves Park

Mayor Lawrence J. Morrissey  
City of Rockford

Gary L. Marzorati, Board Chair  
Rockford Mass Transit District

Mayor Mike Chamberlain  
City of Belvidere, RMAP Vice-Chair

Mayor Jerry Bollin  
Village of Machesney Park

Chairman Bob Walberg  
Boone County

Deputy Director Paul Loete  
Illinois Department of Transportation  
Region 2

**NOW, THEREFORE, BE IT RESOLVED**

The RMAP Policy Committee hereby adopts the RMAP Title VI & Environmental Justice (EJ) Considerations and RMAP Limited English Proficiency (LEP) Plan and amends information contained in the aforementioned documents to the RMAP Public Participation Plan;

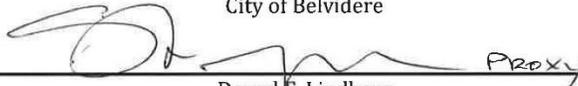
Dated this 24th day of September 2015.



Scott H. Christiansen, RMAP Chairman  
Winnebago County Board Chairman  
Winnebago County



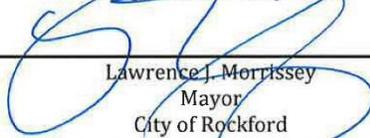
Mike Chamberlain, RMAP Vice-Chair  
Mayor  
City of Belvidere



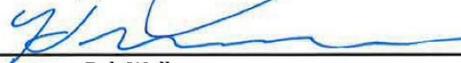
Darryl F. Lindberg  
Mayor  
City of Loves Park



Jerry Bolip  
Village President  
Village of Machesney Park



Lawrence J. Morrissey  
Mayor  
City of Rockford



Bob Walberg  
Boone County Board Chairman  
Boone County



Gary Marzorati, Board Chair  
Rockford Mass Transit District



Paul Loete  
Deputy Director  
Illinois Department of Transportation, Region 2

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# APPENDIX B

## TITLE VI NOTICE TO THE PUBLIC

The Rockford Metropolitan Agency for Planning (RMAP) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which RMAP receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with RMAP. Any such complaint must be in writing and filed with the RMAP Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

For more information on RMAP's Title VI Program or the procedures to file a complaint, contact RMAP at 815-964-7627 or e-mail the RMAP Title VI Coordinator at [jonpaul.dipla@rockfordil.gov](mailto:jonpaul.dipla@rockfordil.gov)

Es la política de la Agencia Rockford Metropolitana de Planificación (RMAP) pública para asegurar el pleno cumplimiento de lo dispuesto en el Título VI de la Ley de Derechos Civiles de 1964, los derechos civiles Ley de Restauración de 1987, la Orden Ejecutiva 12898 sobre Justicia Ambientales, estatutos y reglamentos en todos los programas y actividades.

Título VI establece que ninguna persona en los Estados Unidos de Norteamérica, sobre la base de la raza, color, sexo, origen nacional sea excluido de la participación en, ni se le negarán los beneficios de otro modo sujeta a discriminación bajo cualquier programa o actividad en la cual RMAP reciba asistencia financiera federal.

Cualquier persona que cree que ha sido afectada por una práctica discriminatoria ilegal, bajo el Título VI tiene derecho a presentar una queja formal con la RMAP.

Cualquier queja debe ser por escrito y presentada a la RMAP Coordinador de Título VI dentro de los ciento ochenta (180) días siguientes a la fecha de la presunta discriminación.

Para obtener más información sobre la RMAP Título VI Programa o los procedimientos para presentar una queja, comuníquese con RMAP en 815-964-7627 o envíe por correo electrónico al RMAP Coordinador de Título VI a [jonpaul.dipla@rockfordil.gov](mailto:jonpaul.dipla@rockfordil.gov)

**TITLE VI COMPLAINT FORM**

**Rockford Metropolitan Agency for Planning  
Title VI and Related Statutes Discrimination Complaint Form**

Name		Telephone (home)	Telephone (work)	
Address:		City, State, Zip Code		
Name of MPO Staff Person that You Believe Discriminated Against You:				
Address:		City, State, ZIP Code		
Date of Alleged Incident:				
Cause of Discrimination:				
<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 (Language)	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Other
<p>Explain clearly how discrimination occurred and who participated in discrimination. Include in your explanation any way that you feel you were treated unfairly. Attach any other writing that relates to your case.</p>				
Signature			Date	

**Rockford Agencia Metropolitana de Planificación  
Formulario de Quejas de Discriminación del Título VI y Estatutos Relacionados**

Nombre		Número de teléfono (Residencia)	Número de teléfono (Trabajo)
Dirección de residencia (Número y calle, número de departamento)		Ciudad, estado, y código postal de residencia	
Nombre de la persona o agencia que usted cree que discriminó en su contra.			
Dirección de la persona o agencia que usted cree que discriminó en su contra.		Ciudad, estado y código postal de la persona o agencia que usted cree que discriminó en su contra.	
Fecha del incidente discriminatorio.			
Causa de la discriminación:			
<input type="checkbox"/> Raza	<input type="checkbox"/> Retaliación	<input type="checkbox"/> Sexo	<input type="checkbox"/> Estado Civil
<input type="checkbox"/> Color de Piel	<input type="checkbox"/> Nacionalidad (Lengua)	<input type="checkbox"/> Edad	<input type="checkbox"/> Impedimento Físico o Mental
		<input type="checkbox"/> Religión	<input type="checkbox"/> Otro
<p>Explique claramente como sucedió la discriminación y quienes participaron en la discriminación. Incluya en su explicación cualquier forma en que usted se siente que fue tratado injustamente. Adjunte cualquier otro escrito relacionado con su caso.</p>			
<b>Firma</b>		<b>Fecha</b>	

## **Rockford Metropolitan Agency for Planning Title VI Discrimination Complaint Procedure**

Title VI of the Civil Rights Act of 1964 as amended prohibits discrimination on the basis of race, color and national origin for programs and activities receiving federal financial assistance. As a recipient of federal financial assistance, the Rockford Metropolitan Agency for Planning (RMAP) has in place the following complaint procedure.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation by RMAP's administration of federally funded programs, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by the MPO shall be referred immediately to the RMAP Title VI Coordinator.

**Written complaints shall be sent to:**  
Rockford Metropolitan Agency for Planning  
Attention: Title VI Coordinator  
313 N. Main Street  
Rockford, IL 61101

2. Verbal and non-written complaints received by RMAP shall be resolved informally by the RMAP Title VI Coordinator. If the issue has not been satisfactorily resolved through informal means, or if at any time the complainant requests to file a formal written complaint, the Complainant shall be permitted to do so, and the complaint shall follow the process for written complaints.
3. The RMAP Title VI Coordinator will advise the RMAP Executive Director within ten (10) calendar days of receipt of the complaint(s). The following information will be included in every notification to the Executive Director:
  - a. Name, address, and phone number of the complainant
  - b. Name, address, and phone number of RMAP
  - c. Basis of complaint
  - d. Date of alleged discriminatory act(s)
  - e. Date complaint received by RMAP
  - f. A statement of the complaint
  - g. Other agencies (local, state, or Federal) where the complaint has been filed
  - h. An explanation of the actions RMAP has taken or proposed to resolve the allegation(s) raised in the complaint
4. Within thirty (30) calendar days of receipt of the complaint(s), the RMAP Title VI Coordinator will acknowledge receipt of the complaint(s), inform the complainant of action taken or proposed action to process the complaint(s), and advise the complainant of other avenues of redress

available, such as the Illinois Department of Transportation's (IDOT) or the City of Rockford's Equal Opportunity Office (EOO).

5. Within one-hundred twenty (120) calendar days of receipt of the complaint(s), the Title VI Coordinator will conduct and complete a review of the complaint(s) and, based on the information obtained, will render a recommendation for action in a report of findings to the RMAP Executive Director.
6. Within one-hundred fifty (150) calendar days of receipt of the complaint(s), the RMAP Executive Director will notify the complainant in writing of the final decision reached. The notification will advise the complainant of his or her right to file a formal complaint with IDOT's EOO if they are dissatisfied with the final decision rendered by RMAP. The RMAP Title VI Coordinator will also provide the Policy Committee with a copy of this decision and summary of findings. If the RMAP Executive Director is unable to come to a final decision within the available time period, the Executive Director will refer the matter to the Human Resources Department of the City of Rockford and notify the complainant of this action in writing.
7. The RMAP Title VI Coordinator will maintain a log of all verbal and non-written complaints received. The log will include the following information:
  - a. Name of complainant
  - b. Name of respondent
  - c. Basis of complaint
  - d. Date complaint received
  - e. Explanation of the actions RMAP has taken or proposed to resolve the issue raised in the complaint
8. A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC, 2059

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# APPENDIX E

## PREVIOUS SUBMITTALS AND DOCUMENTS

Listed below are previous submittals as prepared pursuant to guidance from the U.S. Department of Transportation as provided in Circular 4792.1B of the Federal Transit Administration (FTA). The submittal of this Title VI and Environmental Justice assessment (September 24<sup>th</sup>, 2015) updates and supplements the following previously-prepared documents:

1. The report entitled, “Title VI & Environmental Justice of the Public Transit Services provided by the Rockford Mass Transit District in the Rockford Urbanized Area”, March 2004, as prepared by RATS
2. The letter dated March 29, 2007, regarding “Title VI and Environmental Justice Assessment for the Rockford Mass Transit District” addressed to Dwight B. Sinks, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Gary McIntyre (RATS)
3. The letter dated March 27, 2008, regarding “Title VI and Environmental Justice Update for the Rockford Mass Transit District Reporting Requirements”, addressed to Dwight B. Sinks, Civil Rights Officer, US DOT /Federal Transit Administration / Region V, from Jon Paul Diipla (RATS)
4. The letter dated June 20, 2011, regarding “Title VI and Environmental Justice for the Rockford Mass Transit District Status Report”, addressed to Donald Allen, Civil Rights Officer, US DOT / Federal Transit Administration / Region V, from Jon Paul Diipla (RMAP)

## RECENT SPECIAL RMAP CHANGES, IMPROVEMENTS OR EFFORTS

Since adoption of the previous RMAP Title VI and Environmental Justice document, the following significant changes have occurred in the RMAP planning process:

- The addition of portions of Ogle County in the RMAP Metropolitan Planning Area and Adjusted Urbanized Area due to changes in the Census Defined Urbanized Area and recent local municipal annexations. As such, demographic data pertaining to the portions of Ogle County now in the RMAP MPA have been added to the various maps included in this document.
- The development of the Regional Plan for Sustainable Development (RPSD) via grant funding awarded to RMAP from the HUD/DOT/EPA Federal Partnership. This process examined sixteen planning/topic areas regionally and stratified them through economic, environmental and social categories. Some of the core areas of the RPSD fall outside of the MPO planning goals and primary objectives of the information that is required to be included in a long-range transportation plan and Title VI and Environmental Justice assessment. From a professional planning perspective, the RPSD would be a central focus task of a regional planning commission / council of governments that would include and connect many of the issues that urban areas and the overall planning process are confronted with. The FHWA/FTA planning funds that RMAP receives through our IDOT Intergovernmental Agreements are restricted to transportation planning activities / factors and those direct impacts that are set forth under the authorized federal legislation. As part of the Regional Plan for Sustainable Development planning process, RMAP sponsored and was invited to several community events to discuss the planning effort. This provided an opportunity to showcase the efforts of the MPO as well as discuss non-transportation planning related issues. As a point of reference, an overview of the public engagement /participation process for the RPSD planning effort is included in Appendix H.
- The adoption of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) for as the guiding transportation authorization document.
- Addition of the Rockford Mass Transit District (RMTD) to the RMAP Policy Committee as required by the MAP-21 transportation law.
- Emphasis on Performance Based Planning and Performance Management
- Issuance of revised United States Department of Transportation Planning Emphasis Areas (PEA), which include:
  - MAP-21 Implementation
  - Models of Regional Planning Cooperation
  - Ladders of Opportunity

## ROCKFORD METROPOLITAN AGENCY FOR PLANNING PUBLIC PARTICIPATION PLAN

The purpose of the RMAP Public Participation Plan is to set forth the policies, procedures, methods and details for involving the general public and area transportation stakeholders in the transportation planning (3-C) and programming activities of the Rockford Metropolitan Agency for Planning.

RMAP will continue to ensure that there are sufficient opportunities for public participation regarding the transportation planning process through the following strategies:

- **Engage the public in the transportation planning process**
  - Provide information to citizens, affected public agencies, and other interested parties regarding transportation plans and programs early in the process to afford time for review materials and participate in the process.
  - Maintain the RMAP mailing list to ensure that all interested parties are notified of planning activities so that they may comment and participate in the planning process.
  - Utilize various visualization techniques, which include but are not limited to maps, graphs and charts to assist the public in better understanding transportation plans and planning processes.
  - Provide reasonable public access to technical and policy information used in the development of transportation related plans.
  
- **Keep the public informed of transportation related activities**
  - Provide access to transportation plans and related information to the public during normal business hours.
  - Make documents available related to the transportation planning process to interested parties through a comprehensive and continually updated contact list (i.e. the RMAP mailing list).
  - Maintain the RMAP MPO website with transportation plans, contact information, upcoming events, committee meeting schedules, agendas, minutes, and related transportation planning materials and documents.
  
- **Promote participation in the transportation planning process**
  - Continue the MPO policy of allowing any member of the public the opportunity to comment and ask questions at MPO meetings.
  - Facilitate public meetings/informational open houses, when appropriate, at convenient and accessible places and times.
  - Publish notices regarding transportation plans, open houses etc. to make the public aware of comment periods.
  - Promote the RMAP website in MPO documents.
  
- **Develop methods to improve public participation**
  - Evaluate current public participation techniques used to encourage involvement and modify accordingly.
  - Continue to work with the Mobility Subcommittee to encourage public participation.

**RMAP will also continue to apply the following planning principles:**

- Recognize the rights of citizens to participate in planning decisions.
- Strive to give citizens (including those who lack formal organization or influence) full, clear and accurate information on planning issues and the opportunity to have a meaningful role in the development of plans and programs.
- Strive to expand choice and opportunity for all persons, recognizing a special responsibility to plan for the needs of disadvantaged groups and persons.
- Assist in the clarification of community goals, objectives and policies in plan-making.
- Ensure that reports, records and any other non-confidential information which is, or will be, available to decision makers is made available to the public in a convenient format and sufficiently in advance of any decision.
- Strive to protect the integrity of the natural environment and the heritage of the built environment.
- Pay special attention to the coordination of decisions and the long-range consequences of present actions.

Further information regarding the public participation activities of RMAP can be found in the RMAP Public Participation Plan (PPP). This document in its entirety can be accessed via the RMAP website [www.rmapil.org](http://www.rmapil.org)

# APPENDIX H

## MPO PUBLIC OUTREACH MADE SINCE THE LAST TITLE VI PROGRAM SUBMISSION

Outreach Effort	Date	Time	Location / Event
RMAP Human Services Transportation Plan	12/5/2007	11:00am-1:30pm	Rockford Mass Transit District
RMAP Human Services Transportation Plan	12/5/2007	3:30pm-6:30pm	Village of Machesney Park
RMAP Human Services Transportation Plan	12/6/2007	11:00am-1:30pm	Boone County Council on Aging
RMAP Human Services Transportation Plan	12/6/2007	3:30pm-6:30pm	The Workforce Connection
RMAP Planning Activities - FY 2009	5/20/2008	11:00am-2:00pm	Rockford Mass Transit District
RMAP Planning Activities - FY 2009	5/20/2008	3:30pm-6:30pm	Porter Park
RMAP Planning Activities - FY 2009	5/21/2008	3:30pm-6:30pm	Boone County Council on Aging
RMAP Planning Activities - FY 2009	5/22/2008	9:30am-12:30pm	City of Loves Park
RMAP Organization Open House	2/20/2009	4:00pm-7:00pm	RMAP offices
RMAP 2040 Long Range Transportation Plan	3/10/2010	11:00am-5:00pm	RMAP offices
RMAP 2040 Long Range Transportation Plan	3/11/2010	11:00am-2:00pm	City of Belvidere
RMAP 2040 Long Range Transportation Plan	3/11/2010	4:00pm-7:00pm	Village of Machesney Park
RMAP 2040 Long Range Transportation Plan	5/25/2010	11:00am-2:00pm	Village of Cherry Valley
RMAP 2040 Long Range Transportation Plan	5/25/2010	4:00pm-7:00pm	Boone County Administration
RMAP 2040 Long Range Transportation Plan	5/26/2010	11:00am-2:00pm	Village of Winnebago
RMAP 2040 Long Range Transportation Plan	5/26/2010	4:00pm-7:00pm	City of Loves Park
RMAP FY2012-2015 Transportation Improvement Program	7/12/2011	4:00pm-7:00pm	RMAP offices
RMAP FY2013-2016 Transportation Improvement Program	7/9/2012	3:00pm-6:00pm	RMAP offices
RMAP 2040 Long Range Transportation Plan	9/23/2014	11:00am-2:00pm	Village of Machesney Park
RMAP 2040 Long Range Transportation Plan	9/23/2014	4:00pm-7:00pm	Boone County Administration Regional Center for Planning & Design
RMAP 2040 Long Range Transportation Plan	9/24/2014	11:00am-5:00pm	
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	2/24/2015	10:00am-1:00pm	City of Loves Park
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	2/24/2015	3:00pm-6:00pm	Village of Roscoe
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	2/25/2015	2:00pm-6:00pm	Regional Center for Planning & Design
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/14/2015	7:30am-9:00am	Next Rockford
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/14/2015	3:00pm-6:00pm	IDOT Infrastructure Listening Tour
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/15/2015	10:00am-1:00pm	Rockford Mass Transit District
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/19/2015	5:00pm-7:00pm	Belvidere/Boone County Regional Planning Commission

continued on the next page

<b>Outreach Effort</b>	<b>Date</b>	<b>Time</b>	<b>Location / Event</b>
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/21/2015	9:30am-11:00am	Rockford Metropolitan Agency for Planning
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/21/2015	3:00pm-6:00pm	Rockford Mass Transit District - East Side Transfer Center
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/22/2015	3:30pm-6:00pm	Rockford City Market
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	5/27/2015	7:30am-9:00am	Growth Dimensions Board Meeting
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	6/9/2015	4:00pm-5:00pm	Rockford Park District Board Meeting
Transportation For Tomorrow (2040): A Long Range Transportation Plan for the Rockford Region	6/26/2015	7:30am-9:00am	Transform Rockford
RMAP FY2016-2019 Transportation Improvement Program	8/21/2015	9:30am-12:30pm	Regional Center for Planning & Design

# REGIONAL PLAN FOR SUSTAINABLE DEVELOPMENT PUBLIC OUTREACH

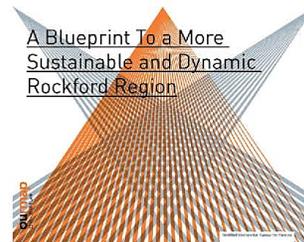
## Appendix IV: Engagement/Outreach Timeline

### SECTION 1: PRE-GRANT ACTIVITIES

**March 3, 2010** Conversation between Steve Ernst of RMAP and John Cressman of RHA about the advance notice of funding availability for the proposed Sustainable Communities Regional Planning Grant program. The parties agreed to share information as it becomes available.

**April 8-9, 2010** RMAP staff and other members of the community are invited to join the RHA on field tours of major housing authority development projects in Milwaukee and Chicago. Considerable discussion occurs during the trips about sustainable development and the link between housing, transportation and economic development. During the trip RMAP and RHA staff agree to create a working group with other core partners so that a single, coordinated grant application can be submitted on behalf of the entire region. As a result of this consensus a core group of individuals are selected to meet weekly (more often if needed) to develop a grant application for the Sustainable Communities Regional Planning Grant program. Steve Ernst and Genevieve Borich, along with John Lewis from NIU, agree to become the grant management team, thereby assuming the duties of authoring the grant and providing leadership.

**April 14, 2010** RMAP publishes "A Blueprint To a More Sustainable and Dynamic Rockford Region" as part of the adoption of the 2040 Long Range Transportation Plan. The document presents policy statements and high level goals related to sustainable transportation, land use and the environment. The Blueprint becomes one of the foundations of the Sustainable Communities Regional Planning grant application.



**April 27, 2010** Members of the core working group attend "The Great Communities Collaborative: Adapting a New Model for Sustainable Place-Based Investment" at the Metropolitan Planning Council in Chicago. Shelly Poticha is the keynote speaker. RHA, RMAP, RREDD and City members of the group debrief after returning from the event. Genevieve Borich provides considerable research.

**Apr-Jun, 2010** Core working group meets and further refines potential grant application research. Vicky Pruitt provides details of the RHA Strategic Plan and how it will fit into the grant application. While the NOFA has not yet been released there is considerable intelligence provided by national organizations such as NARC.

**June 24, 2010** NOFA is released. Core working group agrees to meet as often as necessary to produce a grant application by the August 23rd deadline. Both RHA and City of Rockford staff provide considerable housing research developed in the NSP and NSP II programs. Although the NOFA only allows a limited number of attachments to the grant application, several map products from the NSP effort are included.

**July 6, 2010** RMAP sends out a "Dear Interested Party" letter announcing the Sustainable Communities program to all potential regional partners covering housing, transportation, environment, economic development, workforce, education and health. By the grant deadline 31 organizations agree by letter or resolution to become a member of the Consortium that is required by the NOFA. All 3 housing authorities agree to become members. Several not-for-profits also agree to join.

**Aug 22, 2010** Grant application is submitted. The grant is structured around topical working groups which includes a "Housing & Human Services" committee. Vicky Pruitt of the RHA agrees to chair the committee [Note: Vicky would leave employment at RHA prior to grant award to be replaced by Jodi Stromberg]. A formal Regional Plan for Sustainable Development Steering Committee is required under the NOFA. The RHA Board agrees to appoint a member to the RPSD Steering Committee. Also, although not required under the NOFA, a formal quality assurance / quality control (QA/QC) panel is placed into the governing structure of the RPSD. John Cressman, Executive Director the RHA, agrees

to chair the panel. Mr. Cressman's work while a member of the Clinton White House and his staff work at HUD headquarters in Washington DC places housing in a strong position within the local sustainability process.

**Oct 14, 2010** Sustainable Communities grant awards are announced. A press event at the Rockford Housing Authority to announce the grant award is scheduled, but does not occur due to scheduling conflicts with elected officials. The partners decide to wait to have an announcement ceremony until the actual Cooperative Agreement with HUD is signed. The press event occurs as part of the February 2011 Sustainability Summit at Northern Illinois University.



**Oct-Dec 2010** The local partners concentrate on responding to HUD on the technical work products of the grant, such as the workplan, logic model, indirect cost rate, terms and conditions, and budget modifications. Outreach is minimal during the holiday season.

**Jan-Feb 2011** The grant management team schedule and deliver presentations on Sustainable Communities to many of the boards, councils and elected officials of the agencies being considered for membership in the Consortium. Approximately 20 presentations are made. The outreach includes an invitation to join all of the partners for a regional Sustainability Summit to be held at the end of February.

**Jan 26, 2011** The grant management team attends a press event at the Rockford Housing Authority where the RHA announces plans for the modernization, de-densification and major upgrade of the Jane Addams and Brewington Oaks housing authority developments. Significant discussion with housing authority residents, housing authority board members, elected officials and the media occurs around the idea of "raising the bar" of public housing from the current "clean, safe and sanitary" housing motto to a sustainable communities' model consistent with the regional planning grant and the desire to return the neighborhoods to traditional core values.

**Jan 27, 2011** The grant management team makes a formal presentation to the RHA Board during their regular January monthly board meeting. The RPSD process is presented and discussion centers on public housing authority strategic goals and how the RPSD process will serve those strategic action steps. Board consensus reaffirms the RHA desire to be a core member of the Consortium.

**Feb 26, 2011** The Regional Sustainability Summit is held at the Northern Illinois University campus in Rockford. Over 125 people attend the 4-hour summit on a Saturday morning. Staff and board members of the 3 housing authorities are present at the summit. The event includes two keynote speakers, Randy Blankenhorn from CMAP in Chicago and Charlotte Kahn of the Boston Indicators Project. Public housing is highlighted in both presentations, and discussion during the break launches the regional civic engagement that will occur over the 36-month execution period of the grant. A press conference is held during the summit to highlight the \$600,000 Sustainable Communities grant award from HUD.



Clockwise from bottom left:

Winnebago County Chairman Scott Christiansen addresses the media; Former Alderman Victory Bell chats with a summit attendee; Newspaper reporter Brian Leaf visits with summit attendees; Summit attendees enjoy conversation before the start of the summit; RMAP employee Chris Washington registers summit attendees; Summit attendees pose for a group photo inside the auditorium; Rockford Mayor Larry Morrissey introduces the Vital Signs project for regional sustainability.



Clockwise from bottom left:  
 NIU Assistant Vice President Rena Cotsones welcomes the summit attendees to the NIU Rockford campus; CMAP Executive Director Randy Blankenhorn explains the Chicago experience to develop GoTo 2040, a regional sustainability plan; Boston Indicators Project Director Charlotte Kahn explains the importance of indicators and metrics in sustainability; Boone County Chairman Bob Walberg addresses the media; Vital Signs Project Manager John Lewis gives an historical perspective of regional planning efforts; RREDD Executive Director Genevieve Borich explains the Sustainability goals, objectives, and process; RMAP Executive Director Steve Ernst closes the summit with some provocative questions.

## SECTION 2: VITAL SIGNS OUTREACH TO COMMUNITY GROUPS, BOARDS, COMMISSIONS AND PARTNERS



A series of presentations were given to partner organizations that were (or were considering being) part of the Consortium in 2011. The presentations provided some insight on future civic engagement and the Vital Signs work plan. In 2012 and 2013 there were presentations given to update the Vital Signs project and to solicit input on future implementation.

<b>Mar 22, 2011</b>	Sustainability Presentation at a Renewable Energy event at Katie's Cup.
<b>Apr 14, 2011</b>	Sustainability Presentation to Next Rockford , the local GenX / GenY future leaders organization.
<b>Apr 15, 2011</b>	Sustainability Presentation to Boone County Housing Authority Board
<b>Apr 21, 2011</b>	Sustainability Presentation to Winnebago County Housing Authority Board
<b>May 3, 2011</b>	Sustainability Presentation to Workforce Investment Board
<b>May 5, 2011</b>	Sustainability Presentation to RRStar Editorial Board
<b>May 24, 2011</b>	Sustainability Consortium starts to turn in partner forms.
<b>Jun 1, 2011</b>	Sustainability Presentation to Rockford Health Council Board
<b>Jul 6, 2011</b>	Sustainability Presentation to United Way Board
<b>Oct 6, 2011</b>	Sustainability Presentation to Beyond Charity Chamber Group
<b>Jan 9, 2012</b>	Sustainability Presentation to Operation Respect Rock River Valley concerning peace indicators
<b>Jan 19, 2012</b>	Sustainability Presentation to Green Drinks at Cliffbreakers
<b>Feb 16, 2012</b>	Sustainability Presentation to Downtown Rotary
<b>Jun 22, 2012</b>	Sustainability Presentation to Boone County Farmland Preservation Commission
<b>Jan 8, 2013</b>	Sustainability Presentation to RAEDC Business Attraction Committee
<b>Jan 10, 2013</b>	Sustainability Presentation to Green Drinks Environmental Coalition
<b>Jan 30, 2013</b>	Sustainability Presentation to Four Rivers Environmental Coalition
<b>Feb 1, 2013</b>	Sustainability Presentation to Natural Land Institute
<b>Feb 6, 2013</b>	Sustainability Presentation to WNIJ Radio
<b>Mar 20, 2013</b>	Sustainability Presentation to HMIS Committee
<b>Mar 21, 2013</b>	Sustainability Presentation to Rockford Health Council
<b>Apr 11, 2013</b>	Sustainability Presentation to HMIS Committee
<b>Apr 11, 2013</b>	Sustainability Presentation to Village of Poplar Grove Staff
<b>Apr 15, 2013</b>	Sustainability Presentation to Latino Coalition-La Voz Latina
<b>Apr 18, 2013</b>	Sustainability Presentation to Westside Business Association
<b>May 8, 2013</b>	Sustainability Presentation to Rockford Public Library Staff
<b>May 13, 2013</b>	Sustainability Presentation to Village of Poplar Grove Board
<b>May 15, 2013</b>	Sustainability Presentation to Miracle Mile Business Association
<b>May 15, 2013</b>	Sustainability Presentation to NIU/Regional Economic Development Partners
<b>May 20, 2013</b>	Sustainability Presentation to Rockford City Council-P&D Committee
<b>May 21, 2013</b>	Sustainability Presentation to Civic Design Advisory Group
<b>May 21, 2013</b>	Sustainability Presentation to Rockford Association of Realtors-GA Committee
<b>May 21, 2013</b>	Sustainability Presentation to Belvidere-Boone County Planning Commission

- May 29, 2013** Sustainability Presentation to Harlem School District-Critical Conversations
- Jun 4, 2013** Sustainability Presentation to Workforce Investment Board
- Jun 4, 2013** Sustainability Presentation to United Way Luncheon
- Jun 5, 2013** Sustainability Presentation to Rockford Health Council
- Jun 7, 2013** Sustainability Presentation to EEDEN Network
- Jun 13, 2013** Sustainability Presentation to Rockford Park District Quarterly Managers
- Jun 20, 2013** Sustainability Presentation to Village of Machesney Park
- Jun 20, 2013** Sustainability Presentation to Village of Timberlane Board
- Jun 21, 2013** Sustainability Presentation to Rockford City Council Saturday Retreat
- Jun 27, 2013** Sustainability Presentation to Belvidere Chamber of Commerce
- Jul 16, 2013** Sustainability Presentation to Rockford East/Cherry Valley Rotary
- Jul 23, 2013** Sustainability Presentation to Rockford Park District Board
- Jul 30, 2013** Sustainability Presentation to RAEDC Regional Business Expo
- Aug 6, 2013** Sustainability Presentation to Workforce Investment Board
- Aug 6, 2013** Sustainability Presentation to National Night Out
- Aug 9, 2013** Sustainability Presentation to Rockford Chamber Government Affairs Council
- Aug 13, 2013** Sustainability Presentation to Neighborhood Network Outreach Meeting
- Sep 12, 2013** Sustainability Presentation to Next Rockford Supporting Transform Rockford



**Inaugural Steering Team Meeting  
Oct 12, 2011**



**2nd Steering Team Meeting  
Nov 8, 2011**



**3rd Steering Team Meeting  
Feb 8, 2012**



**Governance Subcommittee Meeting  
Apr 12, 2012**

**SECTION 3: VITAL SIGNS OUTREACH TO FORMAL STEERING & TOPIC TEAM COMMITTEES**

- Jul-Oct, 2011** Community Leader Snowball Interviews
- Oct 12, 2011** Inaugural Steering Team Meeting at NIU
- Nov 8, 2011** 2nd Steering Team Meeting at NIU
- Nov 16, 2011** RMAP Certification Review. HUD attends for the 1st time. Sustainability is considered as a prudent topic for MPOs.
- Feb 8, 2012** 3rd Steering Team Meeting at RAAR to discuss Regional Governance. The WEAVE product is shown publicly for the first time showcasing Social indicators. A Governance Subcommittee is established to further refine the recommended governance model for the RPSD.

**Vital Signs Data  
Training Day #2  
Jun 26, 2013**



**Topic Team Meeting  
- Social #1A  
Jul 13, 2013**



**Vital Signs Open  
Houses  
Oct, 2013**



**Apr 12, 2012** Governance Subcommittee of the Steering Team meets at the Planning & Design Center to develop consensus on the regional governance model for the RPSD.

**Sep 18, 2012** Steering Committee Meeting at Regional Center for Planning & Design

**Oct 10, 2012** Steering Committee meeting at RAAR

**Apr 10, 2013** Vital Signs Data Training Day #1

**Jun 26, 2013** Vital Signs Steering Team Meeting

**Jun 26, 2013** Vital Signs Data Training Day #2

**Jul 16, 2013** Topic Team Meeting #1 – Social

**Jul 17, 2013** Topic Team Meeting #1 - Environmental

**Jul 18, 2013** Topic Team Meeting #1 - Economic

**Jul 30, 2013** Topic Team Meeting – Social #1A

**Aug 20, 2013** Topic Team Meeting - Social

**Aug 21, 2013** Topic Team Meeting - Environmental

**Aug 22, 2013** Topic Team Meeting - Economic

**Aug 23, 2013** Topic Team Meeting - Social

**Sep 19, 2013** Topic Team Meeting - Economic

**Sep, 30 2013** Topic Team Meeting - Environmental

**Oct 1, 2013** Topic Team Meeting - Economic

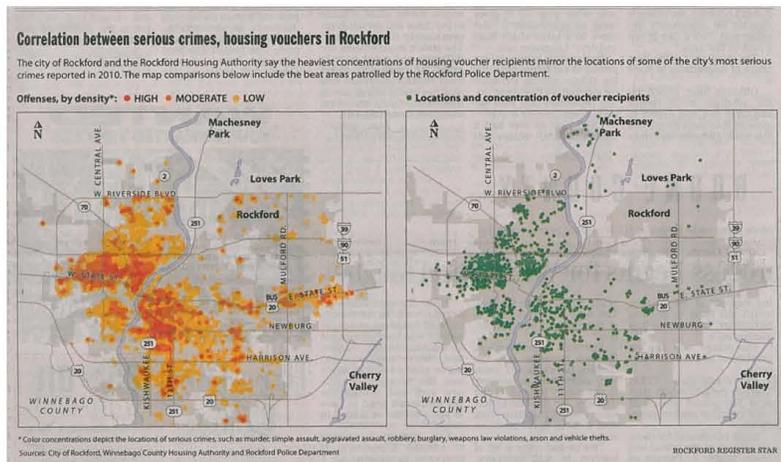
**Oct 1, 2013** Topic Team Meeting – Social

**Oct 18, 2013** Vital Signs Open House

**Oct 23, 2013** Vital Signs Data Training Day #3

#### SECTION 4: VITAL SIGNS MEDIA OUTREACH

**Feb 23, 2011** The grant management team and elected officials from the RMAP Policy Committee participate in a meeting with the Editorial Board of the Rockford Register Star. A portion of the



discussion centers on Section 8 vouchers and how they are currently being managed in the region. This discussion carries over to a front page article the next day, as well as sets the stage for discussion at the Sustainability Summit.

**Feb 24, 2011** The Rockford Register Star runs a public housing related article that references research using sustainability indicators, a major deliverable envisioned in the FPSD process. (See bottom of page 234)

**Feb 10, 2013** The 1st Installment of "Poor Town" in the RRStar, titled "Life on Poverty's Borders". The article is based on early Vital Signs work on sustainability indicators and examines the issue of

**Sunday Register Star**  
Newspaper of the Rock River Valley  
Sunday, February 10, 2013  
Volume 118, Number 41, 11:00 AM

**GOVERNMENT**  
**Property taxes keep rising as values dip**  
By Brian Lee  
Rockford — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**POOR TOWN**  
**Life on the edge**  
Poverty statistics among elderly may tell only half the story

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**Sunday Register Star**  
Newspaper of the Rock River Valley  
Sunday, March 10, 2013  
Volume 118, Number 71, 11:00 AM

**POOR TOWN**  
**'The wrong side of town'**  
LIFE IN ROCKFORD'S POORER NEIGHBORHOODS

**Um, it's the 'wrong side of town' on purpose**

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**Sunday Register Star**  
Newspaper of the Rock River Valley  
Sunday, February 10, 2013  
Volume 118, Number 41, 11:00 AM

**POOR TOWN**  
**Life on poverty's borders**  
LIFE IN ROCKFORD'S POORER NEIGHBORHOODS

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**Rockford Register Star**  
Newspaper of the Rock River Valley  
Friday, February 16, 2013  
Volume 118, Number 41, 11:00 AM

**Friday's Daily Deal**  
**More cash, better living**  
Report: Minimum wage not enough for self-sufficiency

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

**Sunday Register Star**  
Newspaper of the Rock River Valley  
Sunday, March 10, 2013  
Volume 118, Number 71, 11:00 AM

**POOR TOWN**  
**'The wrong side of town'**  
LIFE IN ROCKFORD'S POORER NEIGHBORHOODS

**POOR TOWN** — It's not just the economy that's hurting property owners. In Rockford, property taxes are rising as home values continue to dip.

concentrated poverty.

**Feb 25, 2013** A follow-up article is released in the Rockford Register Star examining self-sufficiency. Vital Signs recommends a "self-sufficiency standard" higher than full-time employment at minimum wage.

**Mar 17, 2013** RRStar runs 2nd Poor Town article "The Wrong Side of Town". District 11 (RCAP Area) shows as an "outlier" in the Vital Signs analysis of poverty.

**Mar 24, 2013** RRStar editorial on the Wrong Side of Town article. The editorial points to the history of public housing and lack of investment in the west side of Rockford over the previous 4-5 decades.

**May 19, 2013** RRStar runs 3rd Poor Town article "Life On The Edge". The article examines struggles of the elderly in the region based on the release of Volume 2 of the current conditions analysis.

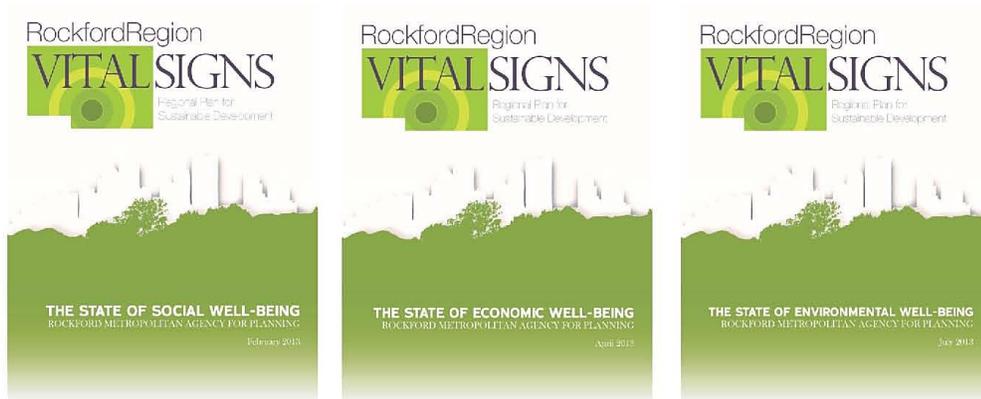
**Oct 13, 2013** RRStar runs 4th Poor Town article, "Paths out of Poverty"

## SECTION 5: VITAL SIGNS PUBLICATIONS AND DOCUMENTATION

**Feb 15, 2013** Vital Signs releases Volume 1 of 3 of the "Current Condition Reports". Volume 1 concentrates on the Social topics of sustainability (Housing, Safety, Civic Vitality, Cultural Life, Health & Wellness, and Food).

**Apr 26, 2013** Vital Signs releases Volume 2 of 3 of the "Current Condition Reports". Volume 2 concentrates on the Economic topics of sustainability (Transportation, Education, Economic Development, Technology and Energy).

**Jul 12, 2013** Vital Signs releases Volume 3 of 3 of the "Current Condition Reports". Volume 3 concentrates on the Environmental topics of sustainability (Water, Land, Built Infrastructure, Biodiversity and Waste).



## SECTION 6: VITAL SIGNS OUTREACH ON FAIR HOUSING

**Nov 9, 2012** Placed Based Forum with HUD Region 5 at RMAP. 10 folks from HUD attend.

**Mar 13, 2013** Fair Housing Engagement Session-Elected

**Mar 14, 2013** Fair Housing Engagement Session-Boone

**Mar 14, 2013** Fair Housing Engagement Session-Winnebago

A series of engagement sessions are held to solicit input on issues related to

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# APPENDIX I

## LIMITED ENGLISH PROFICIENCY PLAN

The purpose of the limited English proficiency policy guidance is to clarify the responsibilities of recipients of federal financial assistance from the U.S. Department of Transportation (DOT) and assist them in fulfilling their responsibilities to Limited English Proficient (LEP) persons, pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance.

Additionally, Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination. Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local governments and agencies such as the Rockford Metropolitan Agency for Planning (RMAP), private and non-profit entities, and sub-recipients.

The Rockford Metropolitan Agency for Planning (RMAP), the Metropolitan Planning Organization (MPO) for the Rockford Region, has developed a Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MPO programs as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

The plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the MPO's extent of obligation to provide LEP services, the MPO undertook a U.S. Department of Transportation four factor LEP analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the three-county area to be served or likely to encounter an MPO program, activity, or service;
- 2) The frequency with which LEP individuals come in contact with an MPO program;
- 3) The nature and importance of the program, activity or service provided by the MPO to the LEP population; and
- 4) The resources available to the MPO and overall costs to provide LEP assistance.

Further information regarding the LEP populations and LEP integration within the RMAP planning area can be found in the RMAP Limited English Proficiency (LEP). This document in its entirety can be accessed via the RMAP website [www.rmapil.org](http://www.rmapil.org)

## RMAP Metropolitan Transportation Planning Process Certification to the Illinois Department of Transportation for the 2016 fiscal year (signed May 28th, 2015)



### Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 (b), the planning process in the Rockford Urbanized Area was fully certified by USDOT - FHWA - FTA on June 14, 2012.

In accordance with 23 CFR 450.334, the Illinois Department of Transportation and the Rockford Metropolitan Agency for Planning Metropolitan Planning Organization for the Rockford urbanized area hereby certify the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450 subpart C;
2. (Only applicable to nonattainment and maintenance areas) Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 and (d) ) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21; Executive Order 13166 (Limited English Proficiency) and Executive Order 12898 (Environmental Justice);
4. 49 U.S.C. 5332, Section 324 of title 23 U.S.C. and the Older Americans Act (as amended 42 U.S.C. 6101) prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101 (b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provision of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37 and 38, and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) regarding discrimination against individuals with disabilities.

  
 Signature,  
 Winnebago County Board Chairman,  
 Chairman – RMAP Policy Committee or  
 Other Authorized Representative of the  
 Rockford Metropolitan Agency for Planning  
 May 28, 2015

  
 Signature,  
 Bureau Chief, Urban Program Planning  
 Illinois Department of Transportation or  
 other Authorized Representative of the  
 Illinois Department of Transportation  
 Dated: 5/10/15

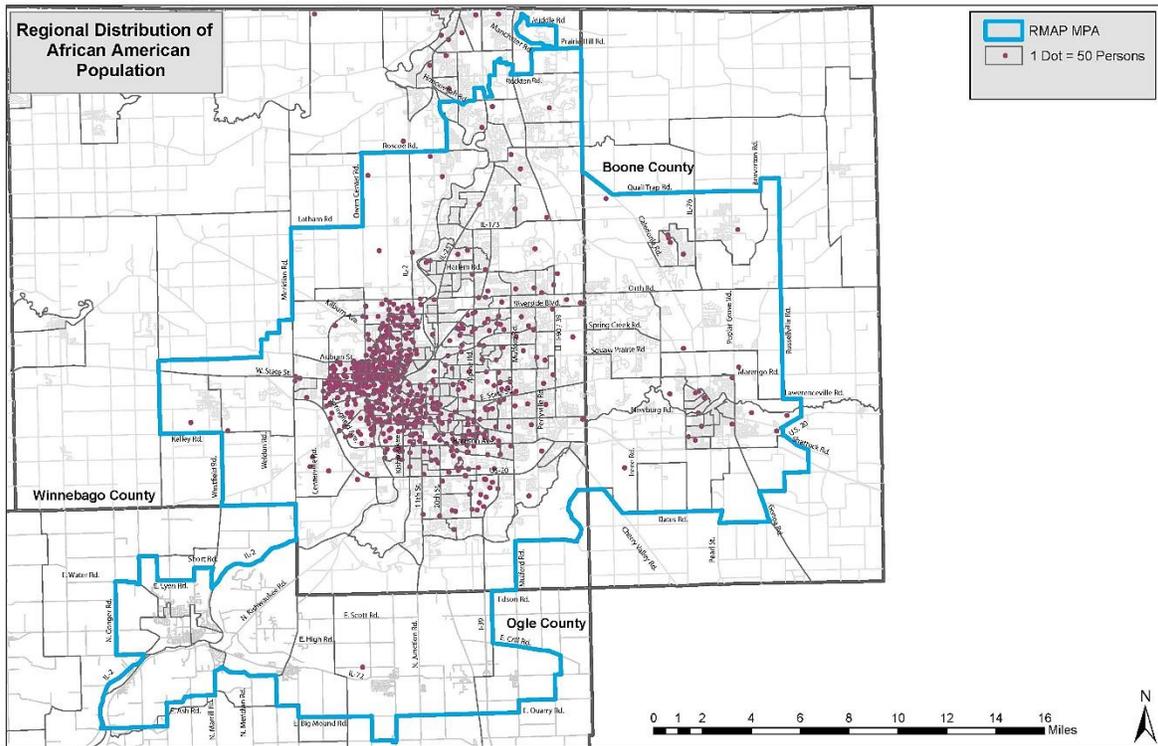
our future, our goals, our map     313 North Main Street, Rockford, IL 61101     direct 779.348.RMAP fax 815.967.6913 web [mmapil.org](http://mmapil.org)

Chairman Scott H. Christian Winnebago County, RMAP Chair	Mayor Daryl E. Lindberg City of Loves Park	Mayor Leonard J. Morrison City of Rockford	Gary L. Morrison, Board Chair Rockford Mass Transit District
Mayor Mike Christensen City of Belvidere, RMAP Vice-Chair	Mayor Jerry Roth Village of Machetee Park	Chairman Bob Wadhwa Boone County	Deputy Director Paul Jones Illinois Department of Transportation Region 2

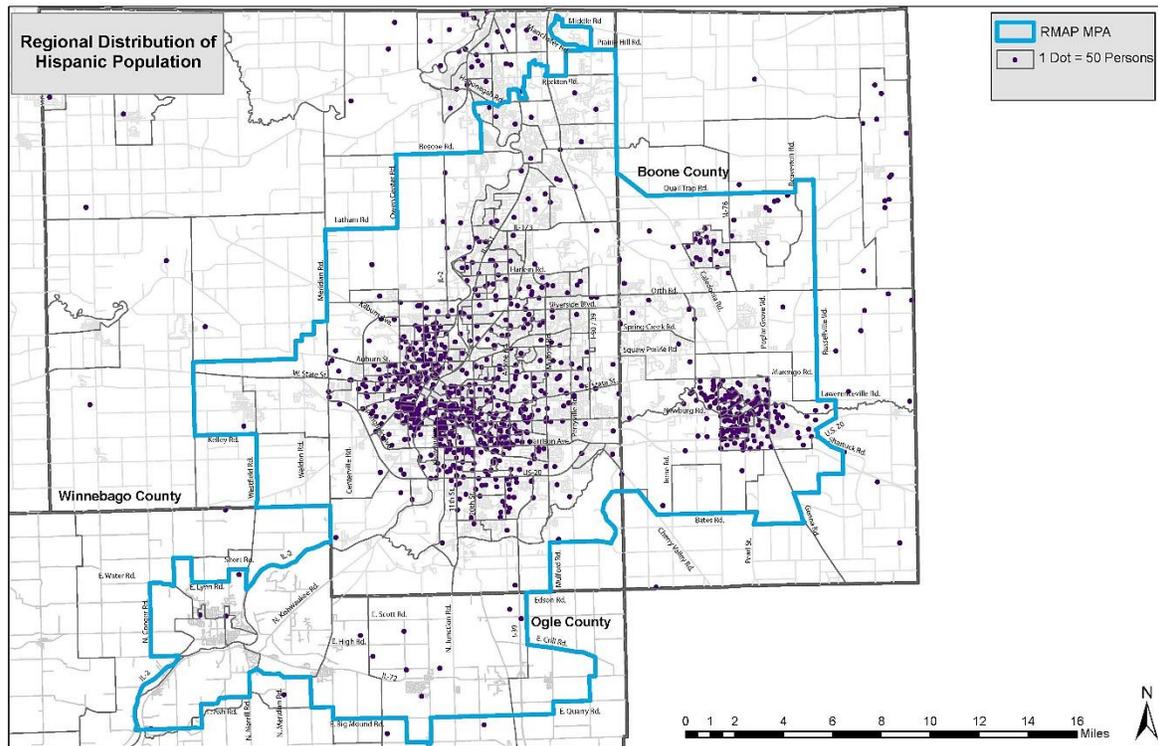




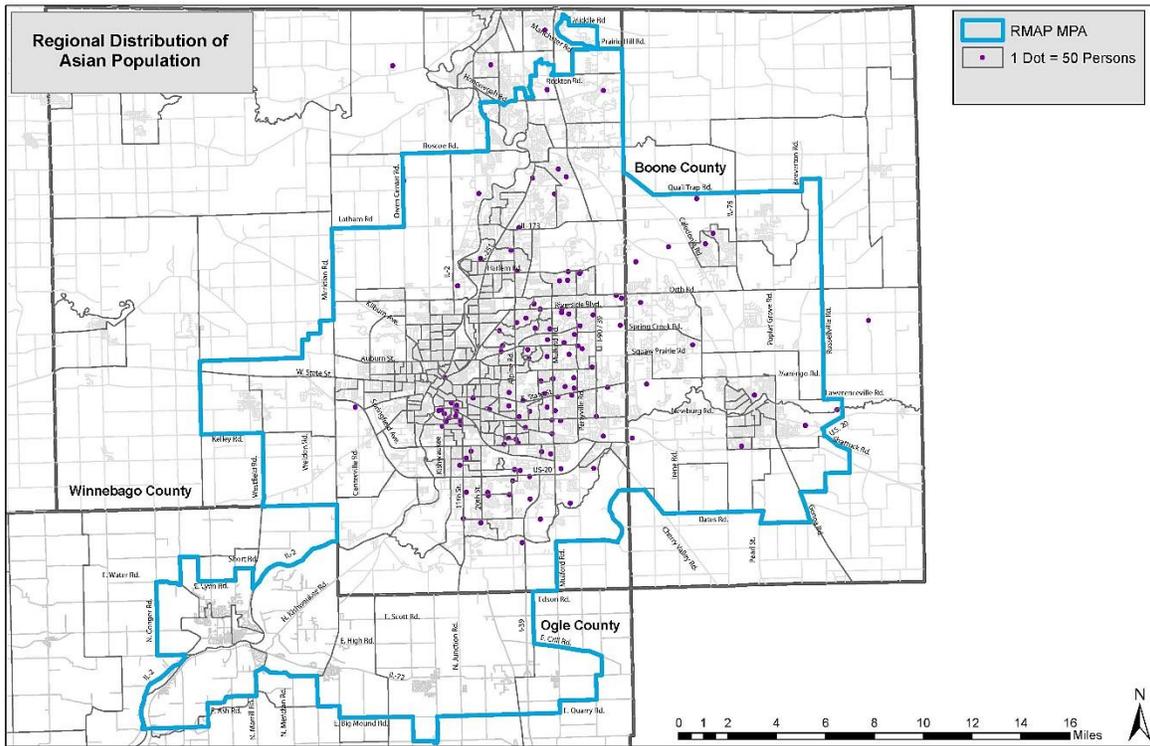
**Map C- Distribution of African American Population**



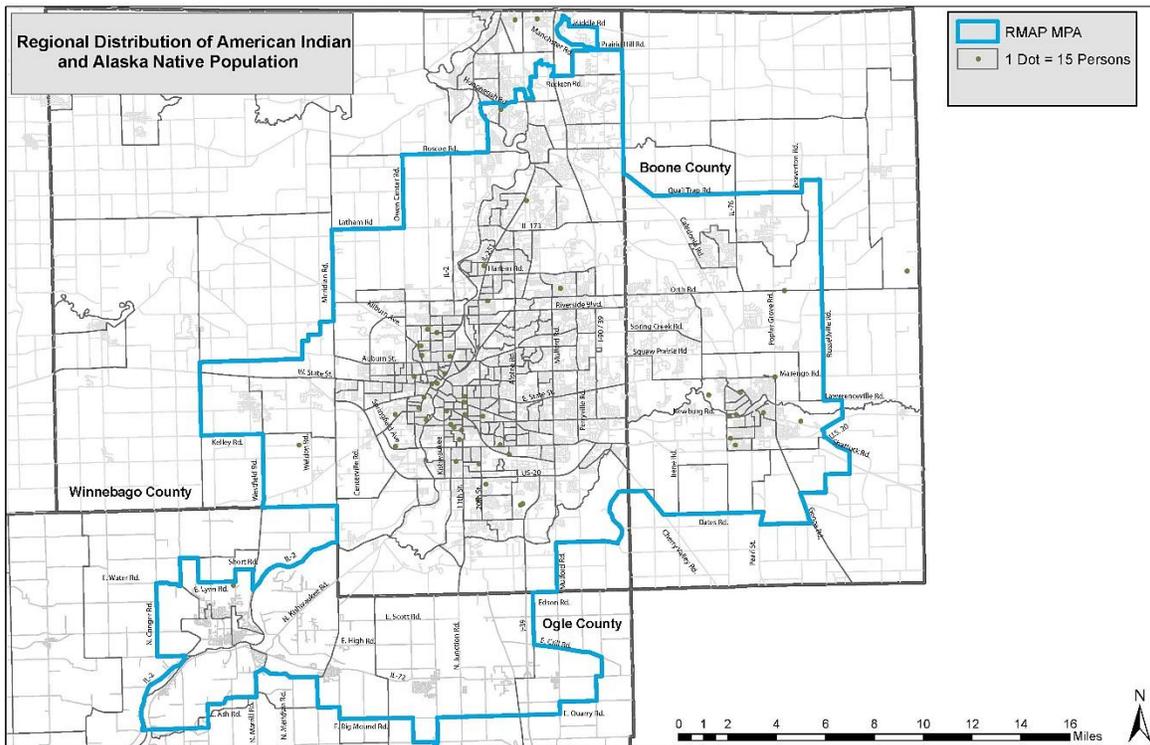
**Map D- Distribution of Hispanic Population**



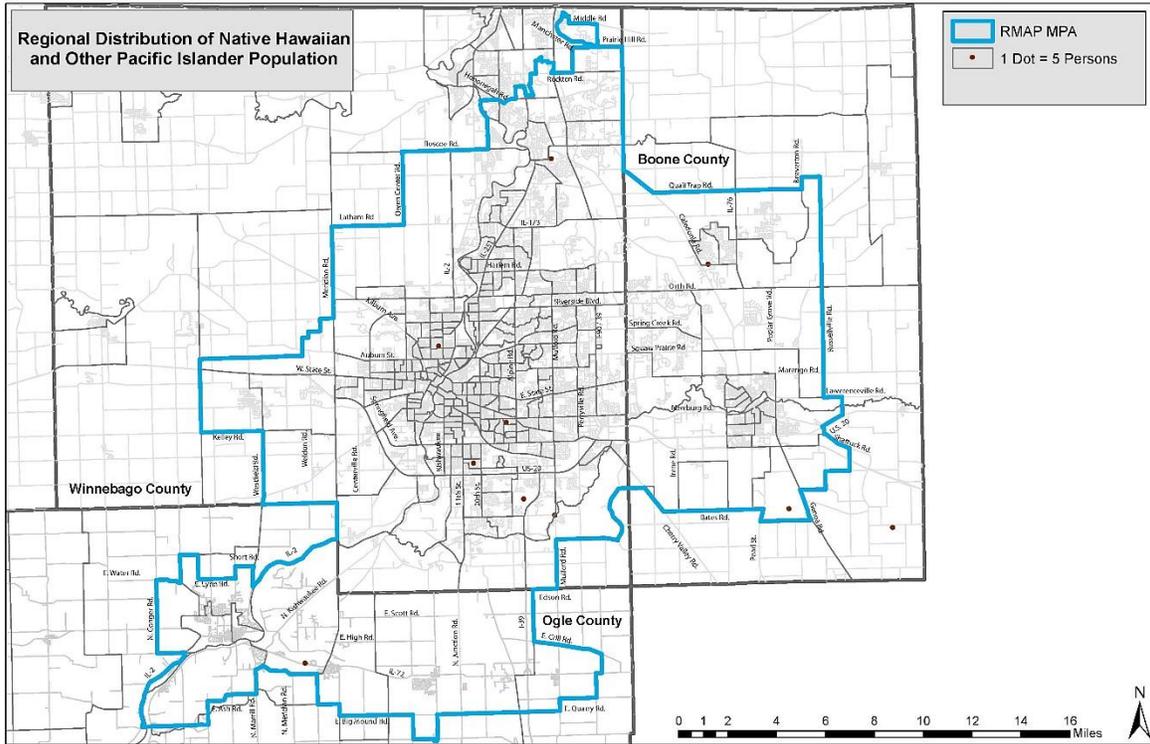
**Map E- Distribution of Asian Population**



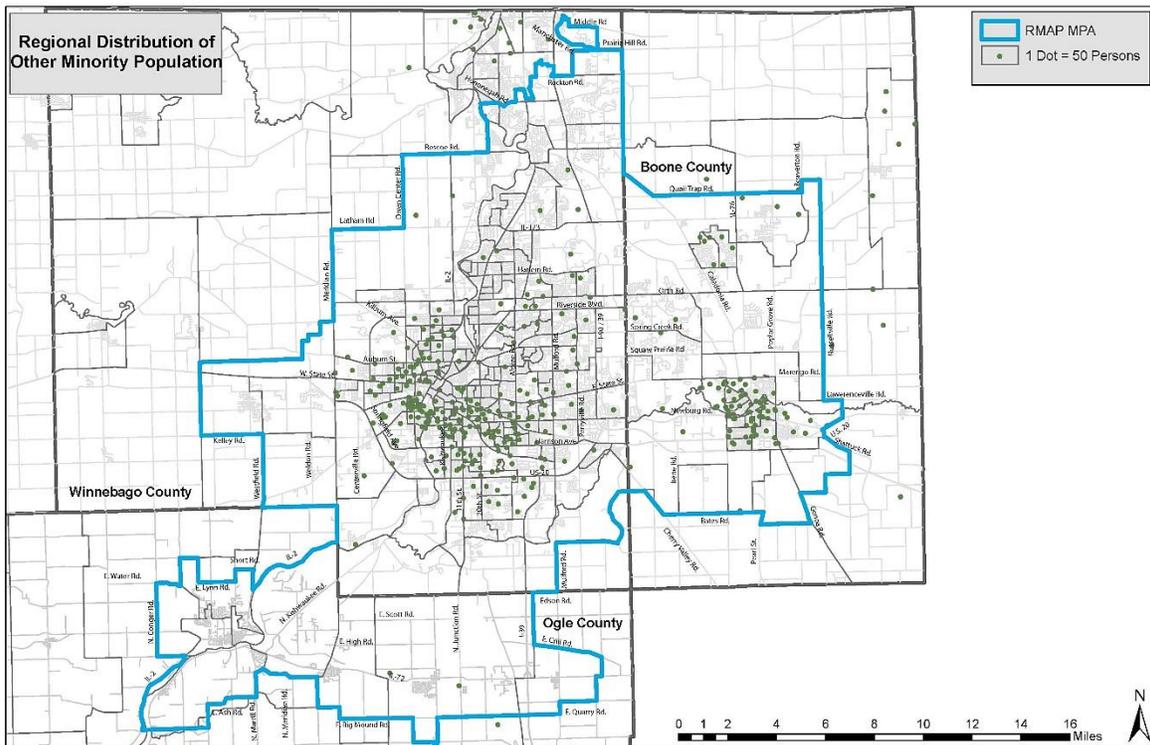
**Map F- Distribution of American Indian and Alaska Native Population**



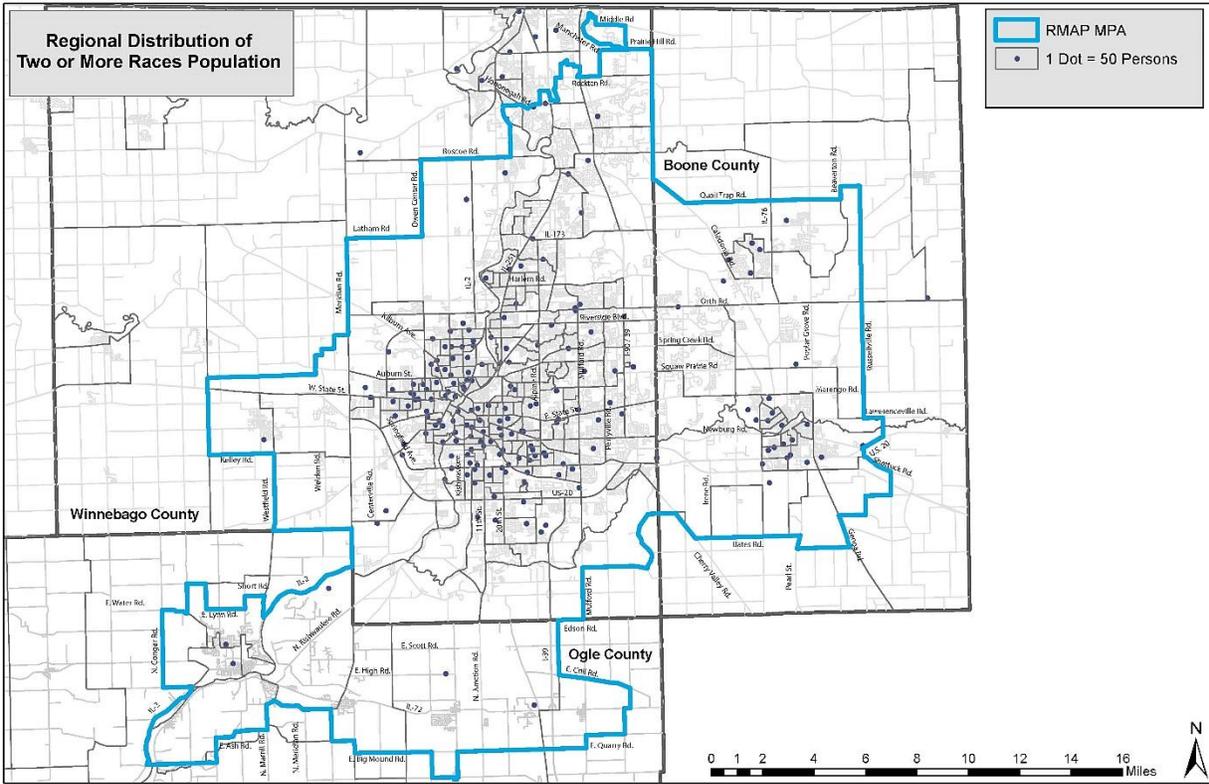
**Map G- Distribution of Native Hawaiian and Other Pacific Islander Population**



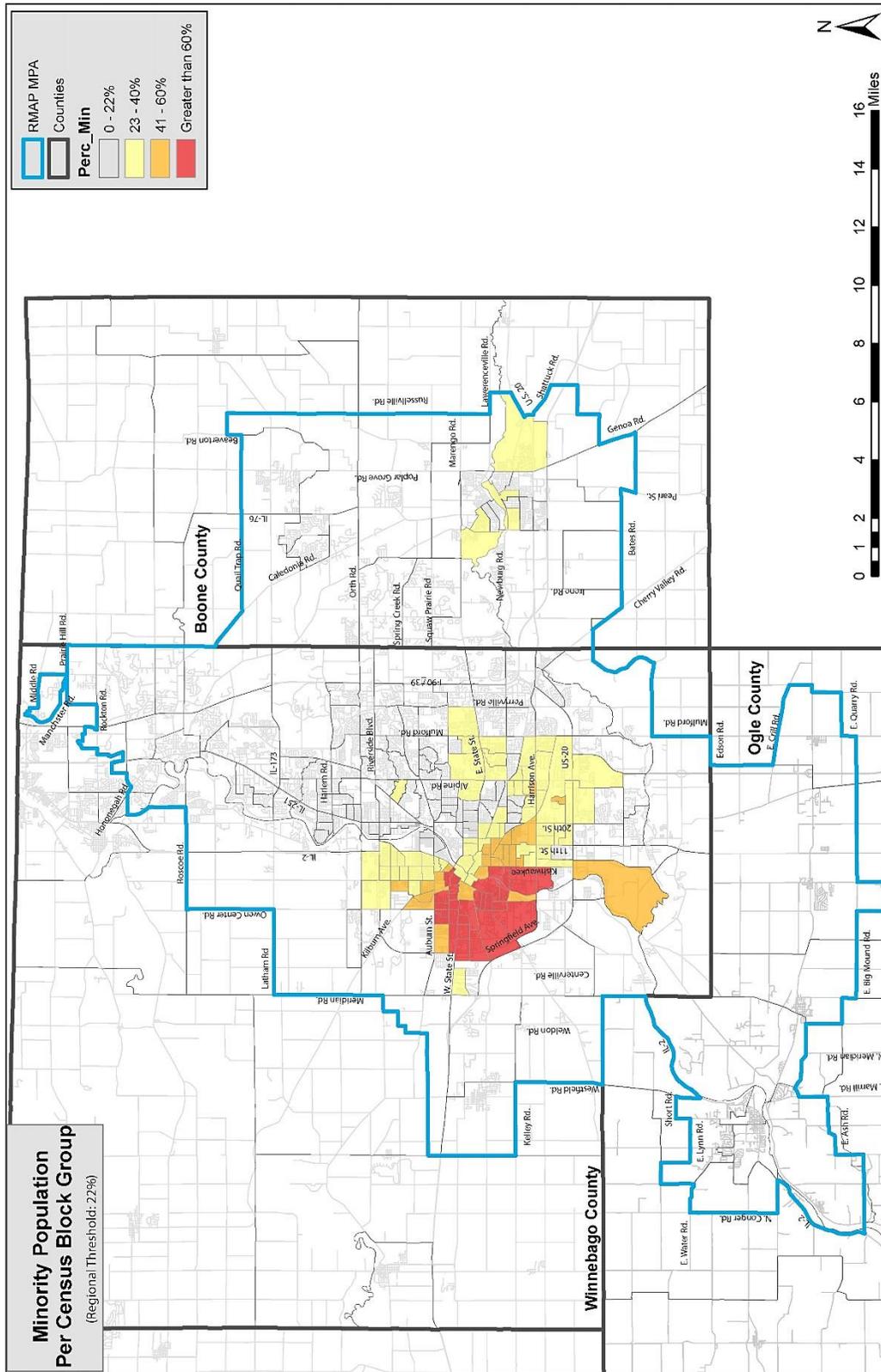
**Map H- Distribution Those Identifying Themselves as “Other Race”**



# Map I- Distribution of "Multi Race" Populations



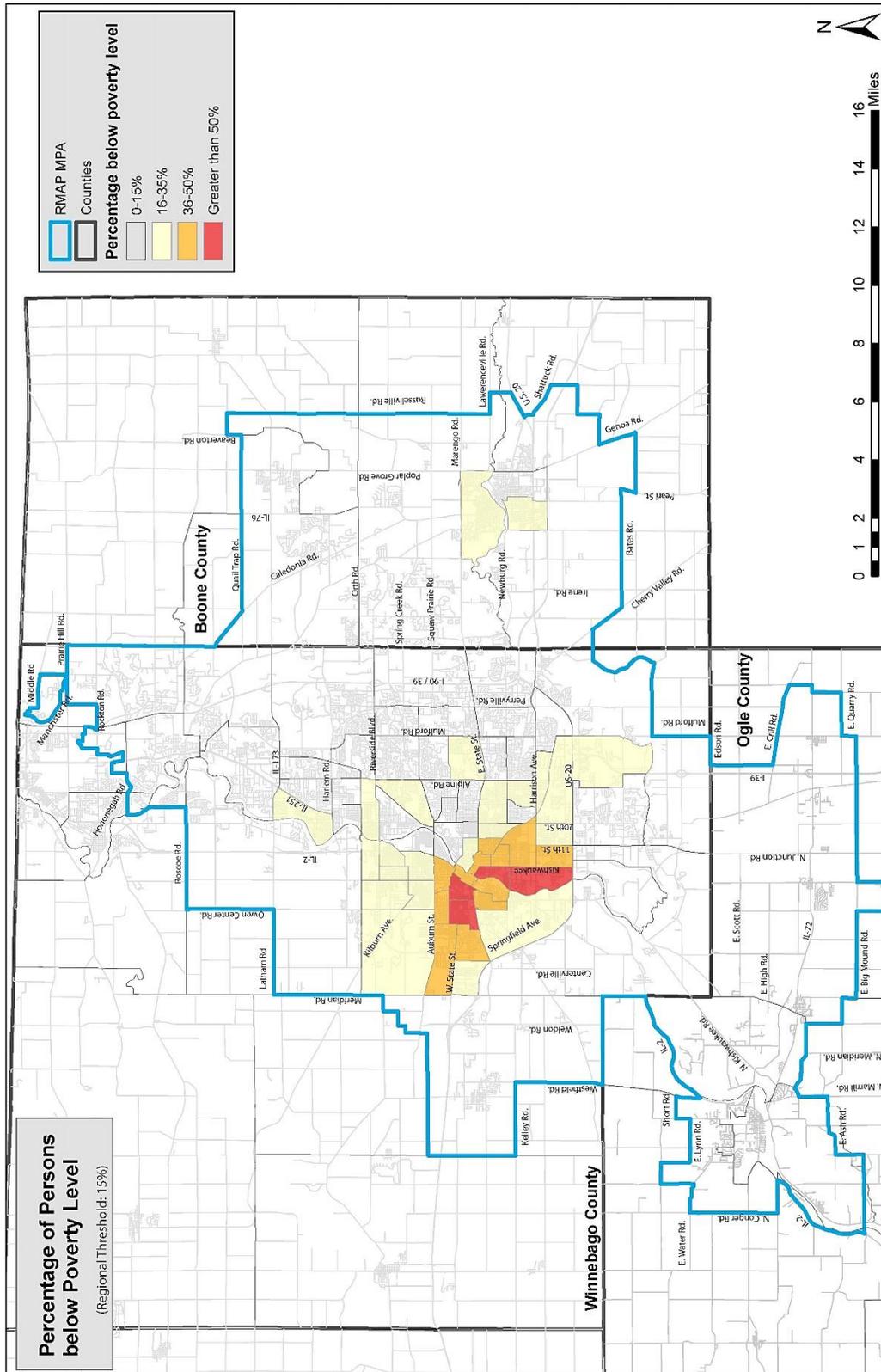
**Map J- Census Block Groups with Greater than Average Minority Residents**



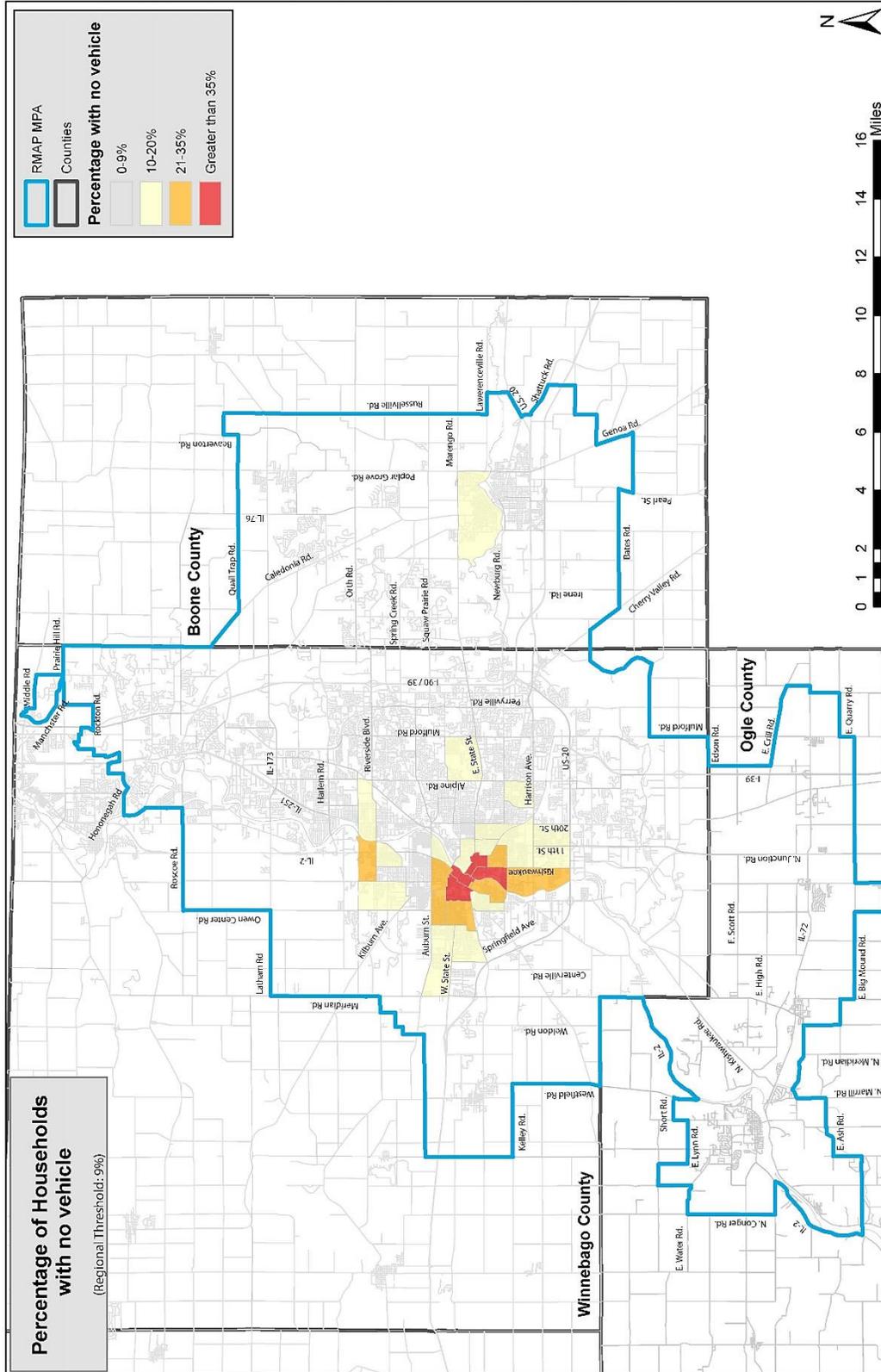




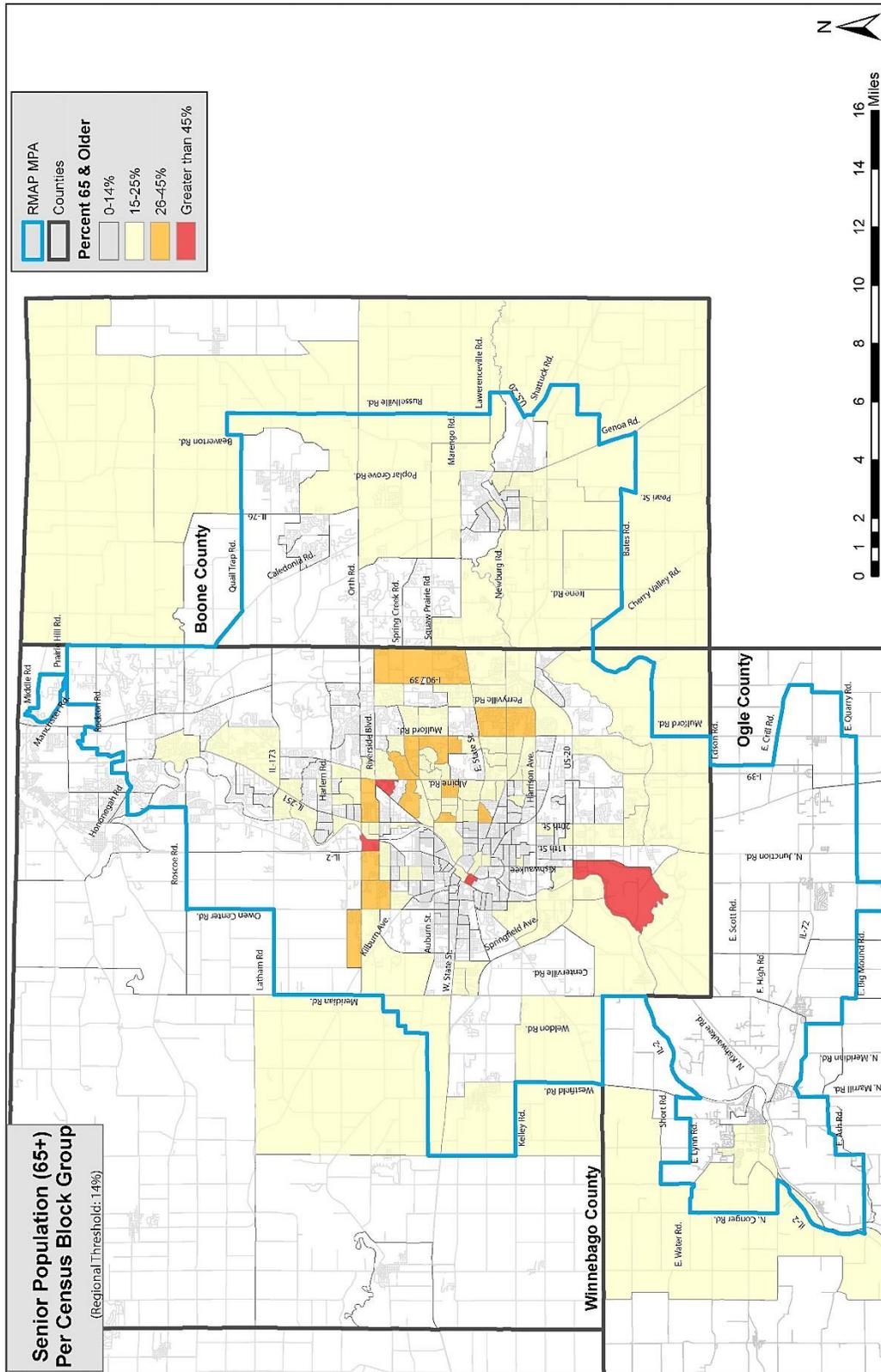
# Map M- Census Tracts with Greater than Average People in Poverty



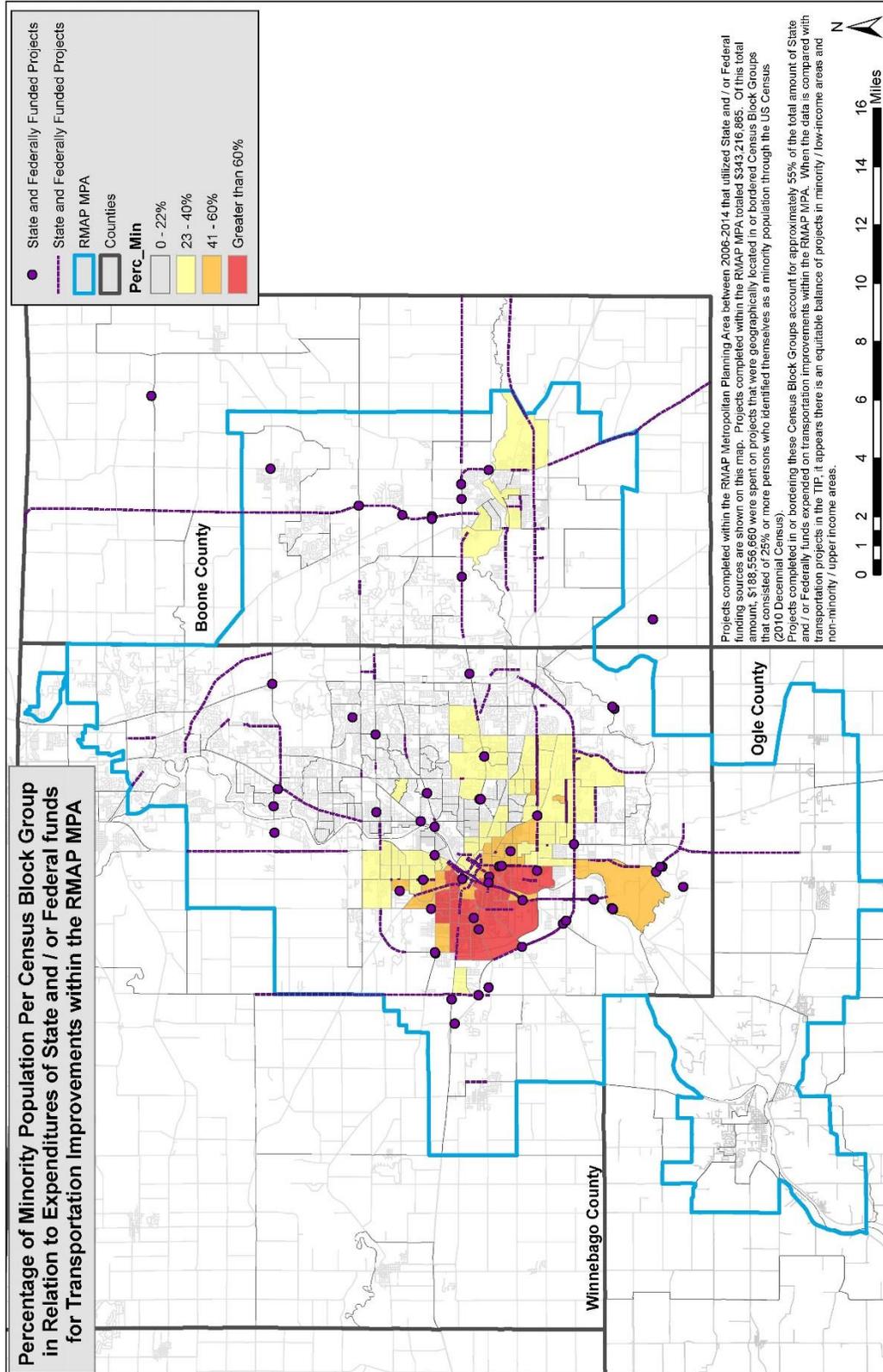
Map N- Census Tracts with Greater than Average Zero Car Households



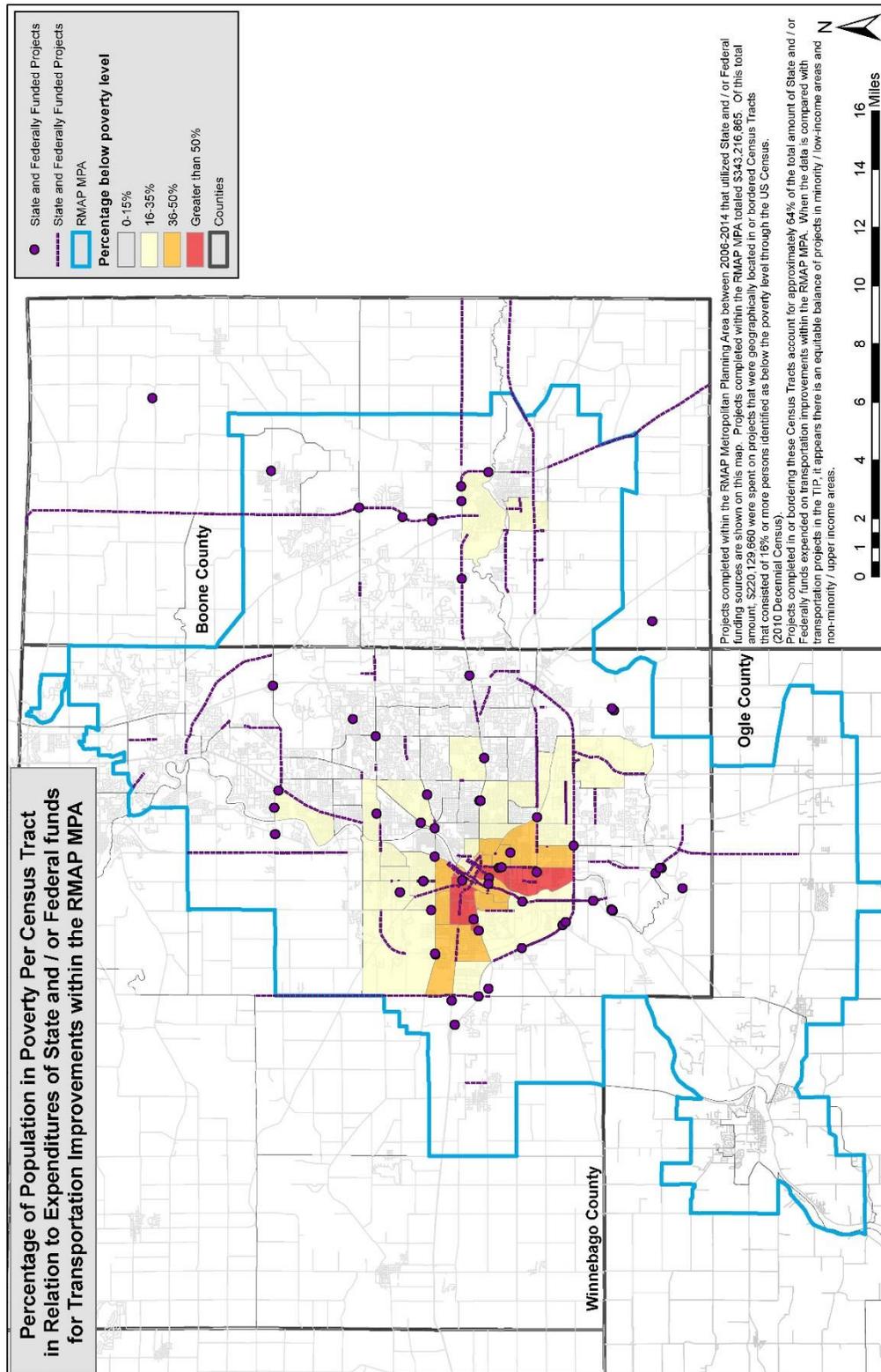
**Map 0- Census Block Groups with Greater than Average Senior Residents**



# Map P- State and / or Federally Funded Transportation Improvements and Minority Population



# Map Q- State and / or Federally Funded Transportation Improvements and Census Tracts with Greater than Average People in Poverty





Rockford Metropolitan Agency For Planning

FOR IMMEDIATE RELEASE  
July 30<sup>th</sup>, 2015

CONTACT INFORMATION:  
Michael P. Dunn, Jr., Executive Director  
[Michael.Dunn@RockfordIL.gov](mailto:Michael.Dunn@RockfordIL.gov)

**NOTICE OF AMENDMENT TO RMAP TRANSPORTATION PLANNING DOCUMENTS:  
TITLE VI & ENVIRONMENTAL JUSTICE, PUBLIC PARTICIPATION PLAN AND LIMITED ENGLISH PROFICIENCY PLAN**

Title VI of the Civil Rights Act of 1964 requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any transportation planning program or transportation planning activity for which RMAP receives federal transportation financial assistance.

Notice is hereby given that the Rockford Metropolitan Agency for Planning (RMAP), located at 313 North Main Street, Rockford, IL 61101, has updated the (1) Title VI & Environmental Justice and (2) Limited English Proficiency (LEP) Plan documents, which will be submitted to the RMAP Technical and Policy Committees for approval and amendment. A copy of the draft updates are available at the RMAP offices or by visiting the RMAP website: [http://www.rmapi.org/assets/documents/title\\_vi\\_draft\\_updates.pdf](http://www.rmapi.org/assets/documents/title_vi_draft_updates.pdf) for the Title VI & Environmental Justice document and; [http://www.rmapi.org/assets/documents/lep\\_draft\\_updates.pdf](http://www.rmapi.org/assets/documents/lep_draft_updates.pdf) for the LEP Plan.

Any person who believes they have been aggrieved by an unlawful discriminatory practice pertaining to the RMAP transportation planning process under Title VI has a right to file a formal complaint with RMAP. Environmental Justice (EJ) builds on to Title VI activities by including the consideration of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes. The RMAP Title VI & Environmental Justice document discusses and elaborates on matters related to Title VI & Environmental Justice in the context of transportation planning activities in the region, and persons who may feel they have need of the redress provided by Title VI.

The RMAP LEP Plan is designed to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MPO programs and planning processes as required by Executive Order 13166 from the Office of the President of the United States. The LEP details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, updates on events and demographic changes since the original release of the plan, and information for future plan updates.

Public comments on both the Title VI & Environmental Justice document and the LEP plan, as all RMAP plans, are accepted at this time before the final documents are presented to the RMAP Technical Committee and RMAP Policy Committee for their action. For comments to be taken into account prior to passage of these drafts by the RMAP committees, they should be submitted to RMAP no later than August 31st, 2015 using any of the following methods:

- Email comments to RMAP staff: [JonPaul.Diipia@RockfordIL.gov](mailto:JonPaul.Diipia@RockfordIL.gov) or [Michael.Hren@RockfordIL.gov](mailto:Michael.Hren@RockfordIL.gov);
- Fax comments to RMAP at 815-964-7627;
- Telephone comments to RMAP at 779-348-7628; or
- In person or by mail to the RMAP offices, 313 North Main Street, Rockford, IL 61101.

Time for public comment will also be allotted at the RMAP Technical Committee meeting scheduled for Thursday, August 20, 2015 at 10:00 AM in Loves Park City Hall, 100 Heart Blvd., Loves Park, IL, or at the RMAP Policy Committee meeting scheduled for Thursday, August 27, 2015 at 1:15 PM at the Regional Center for Planning and Design, 315 N. Main St, Rockford, IL. Questions regarding these meetings may be directed to any of the methods listed above for communication.

our future, our goals, our map      313 North Main Street, Rockford, IL 61101      direct 779.348.RMAP      fax 815.967.6913      web [rmapi.org](http://rmapi.org)

Chairman Scott H. Christiansen Winnebago County, RMAP Chair	Mayor Darryl E. Lindberg City of Loves Park	Mayor Lawrence J. Morrissey City of Rockford	Gary L. Marzorati, Board Chair Rockford Mass Transit District
Mayor Mike Chamberlain City of Belvidere, RMAP Vice-Chair	Mayor Jerry Bolin Village of Machesney Park	Chairman Bob Walberg Boone County	Deputy Director Paul Loete Illinois Department of Transportation Region 2