

**PUBLIC PARTICIPATION PLAN**

**FOR**

**ROCK HILL – FORT MILL AREA  
TRANSPORTATION STUDY**



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### **List of Acronyms**

RFATS	Rock Hill-Fort Mill Area Transportation Study	See Page 3
MTP	Metropolitan Transportation Plan	See Page 3
MPO	Metropolitan Planning Organization	See Page 3
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users	See Page 3
FAST ACT	Fixing America's Surface Transportation Act	See Page 3
SCDOT	South Carolina Department of Transportation	See Page 3
TEA-21	Transportation Equity Act for the 21st Century	See Page 3
TIP	Transportation Improvement Program	See Page 3
UPWP	Unified Planning Work Program	See Page 4
PPP	Public Participation Plan	See Page 4

## **INTRODUCTION**

The Rock Hill-Fort Mill Area Transportation Study (RFATS) Metropolitan Planning Organization is a federally mandated transportation planning program for the urbanized areas of York and Lancaster counties. In accordance with Federal and State regulations, RFATS' goal is to plan the most efficient, responsive and cost-effective transportation system for the movement of people and goods in the urbanized areas. With this goal in mind, it is the policy of the MPO to support and encourage active public participation throughout the Metropolitan Planning Process. The MPO has therefore adopted this public participation plan in order to ensure that specific opportunities exist for the public to offer input and provide feedback as active participants in the decision-making process.

As the lead planning agency for RFATS, the City of Rock Hill is also the direct recipient of Federal Transit Administration funds, specifically 5307 small urbanized area funds. With this designation, the City of Rock Hill is required to have a Public Participation Plan in place to ensure that all interested parties have an opportunity to review and offer comments on federally funded transit projects. FTA Circular 9030.1C encourages transit providers (such as the City of Rock Hill), to rely on their local MPO's Public Participation Plan for the development of the Programming of Projects (POP) if the transit system provider has coordinated with the MPO to ensure that the public is aware that the Transportation Improvement Program (TIP) development process is being used to satisfy the POP requirements. Consequently, it has been determined that RFATS Public Participation Plan does satisfy these supporting public participation requirements.

## **I. BACKGROUND**

RFATS is the Metropolitan Planning Organization (designated by the Governor of South Carolina) responsible for coordinating the transportation planning process for the Rock Hill Urbanized Area as well as those portions of the Charlotte Urbanized Area that extend into York and Lancaster counties. The membership of RFATS includes the Town of Fort Mill, the cities of Rock Hill and Tega Cay, the unincorporated urban areas of York and Lancaster counties, and the Catawba Indian Nation. The RFATS Policy Committee is composed of twelve (12) voting members representing each of the RFATS communities, SCDOT Commission as well as legislative representatives from the South Carolina House and Senate.

## **II. GOVERNMENT REQUIREMENTS**

With the passage of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) in 1998, the 15 metropolitan and 23 statewide planning factors from the old regulations were consolidated into seven factors. With the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the factors were expanded to include "...promote consistency between transportation improvements and State and local planned growth and economic development patterns." Under the Fixing America's Surface Transportation Act (FAST Act), these planning factors remained unchanged. The eight (8) planning factors (for both metro and statewide planning) are as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;

4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation, and;
8. Emphasize the preservation of the existing transportation system

### **III. PUBLIC PARTICIPATION PROCESS**

#### **A. GENERAL GUIDELINES**

The RFATS Public Participation Plan is designed to provide direction for public participation activities to be conducted throughout the MPO planning area, and contains the vision, objectives and techniques used by RFATS. Specifically, the Public Participation Plan will seek to accomplish the following:

1. Provide timely information about transportation issues and processes to citizens, affected public agencies, private providers of transportation, representatives of users of public transportation, pedestrian walkways, bicycle facilities, those with special needs, as well as any other interested parties within the communities affected by the transportation plans, programs and/or projects undertaken by RFATS.
2. Provide public access to policy and technical information used during the evaluation and development of the MTP, TIP and any other transportation related plans; additionally, open public meetings will be held where matters relevant to transportation planning and programs are being considered.
3. Provide adequate notice of public participation activities and allow time for public review and comments for the MTP, TIP, UPWP and any other transportation plans, programs or activities occurring with the RFATS Study Area. It should be noted, that if a final draft of any transportation program or plan should contain substantive differences from an earlier version made available for public review, then an additional public comment period will be scheduled.
4. Respond to all applicable public input. When significant written and oral comments are received on draft documents as a result of the public participation process – a summary and analysis will be included as part of the final plan.
5. Reach out and/or otherwise “go to” those traditionally underserved by the existing transportation system, including but not limited to minorities, elderly, persons with disabilities or special needs, language barriers, low-income, and disadvantaged residents.
6. Provide a public comment period of 45 calendar days prior to the adoption of the Public Participation Plan. Notice of the 45-day comment period will be advertised in newspapers of

general circulation, minority community newspapers (if available) as well as on the RFATS website.

7. Provide for a public comment period of not less than 30 calendar days prior to the adoption of the MTP and TIP as well as any significant updates to these transportation plans or programs. Provide for a public comment period of not less than 21 calendar days for amendments to the TIP and approval of other plans, programs and projects.
8. Coordinate the Public Participation Process with statewide Public Participation Processes where opportunities exist to enhance public consideration of the issues, projects and plans under discussion or review.
9. Periodically review and update the Public Participation Process to ensure it provides open access and opportunity to all.

## **B. PUBLIC PARTICIPATION POPULATION**

Virtually all of the residents, businesses, agencies, and organizations of the RFATS Study Area are part of the affected citizens that make up the Public Participation population, including but not limited to:

1. Work commuters to and from the urbanized areas of York and Lancaster counties to Charlotte, NC.
2. Local work commuters within the urbanized areas of York and Lancaster counties and the respective population centers.
3. Student populations from local colleges and universities.
4. Elderly, handicapped, minority, low-income, and disadvantaged residents.
5. Commercial/industrial enterprise activity; including freight.
6. All non-commuting travelers.

The type of transportation presently used by the majority of these populations is the single passenger automobile. Some smaller groups are currently served by commercial trucks, limited express bus service to and from Charlotte, demand response transit service, van pool arrangements and some bicycle/pedestrian facilities.

The rapid development of the Charlotte Metro Area is causing an even larger volume of traffic and transportation demand across the transportation system, resulting in a challenging environment for the movement of people and goods. These challenges will impact every community in the RFATS Study Area. Future growth will require a substantial increase in local transportation investment, and also more diversity in the planning and funding of different types of transportation improvement strategies. The alternative will be significant traffic congestion, lower levels of system reliability, diminished quality of life, and less economic vitality.

Since the quality of life and cost of future travel will be impacted by transportation plans and decisions, active public participation and sound decision-making are critical to the realization of RFATS goal and mission.

### **C. PUBLIC PARTICIPATION PLAN: VISION, GOALS & OBJECTIVES**

The vision for public participation is that the public will be provided information on transportation planning services and project development in a convenient and timely manner. To this end, the following goals and policies have been established.

**Goal I: To actively engage the public in the transportation planning process according to the policies contained in Federal and State law as well as in this Public Participation Plan.**

1. RFATS will maintain a current database of contacts and/or interested parties:
  - Federal, state and local agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, and historic preservation
  - Elected Officials
  - Local Government Staff
  - Transportation Agencies (freight, port, airport, transit, etc.)
  - Organizations/agencies representing users of public transportation
  - Organizations/agencies representing those traditionally underserved
  - Local Media
  - Homeowners Associations
  - Libraries (for public display)
  - Interested members of the general public
2. RFATS will (when feasible), electronically send meeting notices to all interested parties (RFATS contact list and/or targeted group mailing, etc.).
3. RFATS will employ visualization techniques to illustrate transportation plans/projects. Examples of visualization techniques include charts, graphs and maps.

**Goal II: RFATS shall keep the public informed of on-going transportation related activities on a continuous basis.**

1. RFATS will make publications and work products available to the public.
2. RFATS staff will be available to provide general and project specific information at a central location during normal business hours (and after hours when deemed appropriate) and with reasonable notice.

3. RFATS will maintain an accurate website with current transportation planning and project activity descriptions/summaries, including:

- Updated list of Policy Committee members
- Current schedule for RFATS meetings and events
- Public display ads and notices
- Copies of the MTP, TIP, UPWP, PPP, and other documents/studies
- Opportunity for public comment
- Opportunity to request updates for notices and announcements
- Civil Rights/Title VI Information
- Glossary of commonly used terms and phrases
- Interactive Mapping available via ArcGIS Online
- Staff Contact Information

RFATS will maintain and update social media accounts with current planning and project activity in an effort to broaden public awareness.

**Goal III: RFATS shall encourage the participation of all citizens in the transportation planning process.**

1. RFATS will utilize a "Public Participation Communications Venue" matrix (appendix – Exhibit I) which lists the stakeholder groups and communication mediums (both direct and indirect), to provide the greatest opportunity to influence the transportation/transit choices in the RFATS Study Area.

**Goal IV: RFATS shall strive to improve public participation by continuously monitoring and evaluating public participation techniques.**

1. The Public Participation Plan will be reviewed at least every three (3) years.

#### **IV. PUBLIC PARTICIPATION TECHNIQUES**

Public Participation is an ongoing activity of the MPO. An effective public participation process is characterized by techniques and procedures that enable citizens to become well informed. This section contains descriptions of public participation tools that RFATS currently uses and proposes to use in the future:

- Citizens Advisory Committee
- Community Based Public Events/SC Visitors Center
- Community Town Hall Meetings
- Comment Forms
- Consultation
- Direct Mailings/Postcards
- E-mail Notifications/Announcements
- Flyers

- Legal Advertisements and Display Ads
- Library Distribution
- Limited English Proficiency Populations (Translation Services)
- LRTP Brochure
- MPO and Local Government Websites
- Media/Press Releases
- Personal Interviews
- Public comment period during Policy Committee Meetings
- Responding to comments or questions (written, telephone, meetings)
- Small Group/Public Meetings
- Social Media
- Surveys
- Title VI and Environmental Justice
- Visualization

### **Citizens Advisory Committee**

- Description:** This is a standing committee established to ensure that meaningful public participation is organizationally incorporated into the formal transportation planning process. Specifically, this committee reviews and provides input on the development of programs and projects within the RFATS communities, including the Public Participation Plan. Additionally, this committee considers the needs of those traditionally underserved by the existing transportation system. Staff will track issues and concerns voiced by the members of the CAC as a method to be more accountable to the public.
- Activities:** Core work products of the MPO to include the UPWP, MTP, TIP, PPP and grant programs as well as all other major MPO activities.

### **Comment Forms**

- Description:** Comment forms are often used to solicit public comment on specific issues being presented at a workshop or other public meeting. Comment forms (Exhibit II) can be very general in nature or can ask for very specific feedback. For example, a comment form may ask for comments on specific alignment alternatives being considered during a corridor study or may ask for a person's general feelings about any aspect of transportation planning and services.
- Activities:** Public Workshops, open houses, hearings and other meetings, general MPO activities.

### **Community Based Public Events/SC Visitors Center**

- Description:** Surveys may be used at region wide community events in the RFATS Study Area. RFATS staff will continually evaluate public events to participate in as an additional opportunity to expand public participation and community outreach.



Activities: Project specific meetings, workshops, open houses, corridor studies and other major MPO activities.

### **Community Town Hall Meetings**

Description: These are public meetings that are generally open and informal with RFATS staff interacting with the public. Short presentations may be given at these meetings. Fundamentally, the primary purpose of Community Town Hall Meetings is to provide a forum to share project/planning information to the public and solicit input.

Activities: Corridor studies, MTP update, certification review and other major MPO activities.

### **Consultation**

Description: As part of federal and state regulations encouraging more cooperative planning, RFATS will consult, as appropriate, with agencies and officials responsible for other planning activities that are affected by transportation within the RFATS Study Area. To coordinate the planning function to the maximum extent practicable, such consultation will involve comparing MTPs and TIPs as they are developed with the plans, maps, inventories and planning documents developed by other agencies. This consultation will include, as appropriate, contact with the following groups: State, local, Tribal, private/public agencies (Interagency Consultation & Charlotte Regional Alliance For Transportation, etc.) responsible for planned growth, economic development, environmental protection, airport operations and historic preservation. It should be noted that RFATS will also consult with these groups, as appropriate, during the transportation conformity process – in order to ensure that transportation planning activities are ultimately consistent with the air quality goals for the RFATS Study Area.

Activities: Public hearings/meetings, copies of this plan on the RFATS website, meetings between RFATS staff and state/federal and Charlotte Regional agency personnel.

### **Direct Mailings/Postcards**

Description: Direct mailings are used to announce upcoming meetings and activities and/or to provide information to a targeted area. Direct mailings are usually post cards, but could include letters and/or fliers. An area may be selected for a mailing because of the potential impact from a particular project. An area may be selected to further broaden outreach to those traditionally underserved.

Activities: Project specific meetings, open houses, workshops and other MPO activities.

### **E-mail Notifications/Announcements**

- Description: Meeting announcements and MPO information will be e-mailed to interested persons. In addition, notices regarding plan updates, programs, and amendments will be sent to interested parties. Those interested in receiving e-mail notifications and announcements can request to be added to the distribution list via the sign-in sheet used for public meetings. Interested parties of particular note include community organizations such as neighborhood associations and non-profit organizations.
- Activities: Public meetings, workshops, and other major MPO activities, such as MTP and TIP updates and amendments.

### **Flyers**

- Description: Flyers are developed to announce public meetings and other events. These flyers are distributed electronically to the RFATS Contact List, and paper copies are posted in public buildings such as libraries and town halls.
- Activities: Public hearings / meetings, project specific meetings, open houses, workshops, and other MPO activities.

### **Legal Advertisements/Display Ads**

- Description: RFATS requires a minimum 30-day advertisement period prior to the adoption of major plans such as the MTP and TIP. That said, more routine TIP amendments are advertised for a minimum 21-day period. Ads are therefore published to solicit public comment and/or review of the requested change or plan update. The ads provide a description of the proposed change, including contact information. The ads are also available in Spanish on the RFATS website. Ads will be placed in the Fort Mill Times, Carolina Gateway, The Herald, and the Lancaster News.
- Activities: Corridor studies, small area studies, updates to the MTP and TIP, grant programs, UPWP, as well as other major MPO planning activities.

### **Library Distribution**

- Description: RFATS staff will distribute website information to access copies of key planning documents such as the Metropolitan Transportation Plan, Transportation Improvement Program, Small Area Studies and upcoming meetings to libraries throughout the planning area. The name, location, and telephone number of each library are included in Appendix IV.
- Activities: Updates and amendments of the MTP, new study initiatives, etc.

### **Limited English Proficiency Populations**

- Description: RFATS staff will provide non-English language translated documents for limited English speakers upon reasonable request, provide large print versions of other documents, and provide in-person language and deaf translators as needed upon request.
- Activities: Public meetings, workshops, and other major MPO activities, such as MTP and TIP updates and amendments.

### **L RTP Brochure**

- Description: RFATS utilizes a color brochure that describes the history of the MPO, the structure and purpose of the Metropolitan Transportation Plan, and the role of public participation in the planning process as well as a contact list of elected officials who serve on the Policy Committee.
- Activities: MTP, TIP and other MPO activities.

### **Media & Press Releases**

- Description: Formal press releases are sent out to local media (newspapers, radio, local television programming, etc.) to announce upcoming special meetings and activities and to provide information on specific issues being considered by the MPO. Interviews are often conducted with staff as a method to convey information to the public via written or visual media.
- Activities: Specific corridor studies, workshops, open houses, public hearings and other special MPO activities.

### **MPO & Local Government Website(s)**

- Description: The RFATS website provides information about the planning activities of the MPO, the decision-making process and purpose, membership, meeting schedule as well as committee and contact information. MPO work products such as the UPWP, TIP, MTP, and Public Participation Plan are available for downloading from the site. Agendas and Summary Minutes of the Policy Committee meetings are also available. Interactive Mapping is available to provide project specific information via ArcGIS Online. Additionally, residents are able to submit comments and request inclusion on the distribution list maintained by RFATS. This website is maintained and frequently updated as appropriate. The Google Translator pull-down menu provides access to this information in over 100 languages. The official website address for RFATS is [www.rfatsmpo.org](http://www.rfatsmpo.org). Additional RFATS information is available from the websites of the Town of Fort Mill, the City of Tega Cay, the City of Rock Hill, York County, and Lancaster County.

Activities: Website utilized to advertise regular and special meetings, planning studies, public comment notices, and MPO work products.

### **Personal Interviews**

Description: Personal interviews with key community leaders and senior staff of stakeholder organizations can serve a useful purpose during the information gathering stage of the transportation planning process. Therefore, RFATS will conduct one-on-one interviews with so-called "key individuals" in an effort to gather constructive input in a meaningful way on specific topics and regional planning issues.

Activities: Corridor studies, small area studies, transit service plans and other MPO activities.

### **Public Comment Period during Policy Committee Meetings**

Description: RFATS has an established time at the beginning of each Policy Committee meeting to invite members of the public to address the members directly. Comments will be considered by the Policy Committee members and be recorded in the official minutes.

Activities: Time set aside during RFATS Policy Committee meetings for public comment.

### **Responding to Comments or Questions**

Description: RFATS staff will make an effort to respond to all comments and questions received within a reasonable amount of time. This response may be by telephone, e-mail, social media, and/or a written letter.

Activities: E-mail, website and social media.

### **Small Group/Public Meetings**

Description: Periodically, meetings will be held with small groups that have an interest in a particular project. Representative meetings would include homeowners and/or neighborhood associations, civic groups as well as other groups of affected or interested parties.

Activities: Corridor studies, small area studies, transit service plans and other major MPO activities.

### **Social Media**

Description: In an effort to remain current with the communication environment, RFATS maintains a Facebook account that will be periodically updated with meeting notices, links to public notices, traffic alerts, and transportation information affecting the RFATS Study Area.

RFATS staff continuously evaluates new platforms of social media in terms of usefulness and expanding outreach opportunities. This will not only allow RFATS to provide planning updates, but also increase the opportunity for more frequent public interaction.

Activities: Social Media is utilized to highlight upcoming meetings, planning studies, public comment periods, as well as additional opportunities to provide input on key MPO work products.

## **Surveys**

Description: Surveys may be used where specific input from the public is desired. A survey can be used in place of comment cards to ask very specific questions such as whether a person supports a particular transportation improvement or transit alignment. Surveys may also be utilized to gather technical data during planning studies.

Activities: Small area studies, MTP development, planning studies and other MPO activities.

## **Title VI & Environmental Justice**

Description: Title VI of the Civil Rights Act of 1964 prohibits discrimination in federally assisted programs and activities. In 1994, Presidential Order 12898 directed every Federal agency to make environmental justice part of its mission by identifying and addressing the effects of programs, policies and activities on "minority populations and low-income populations."

In complying with Federal law, RFATS will proactively reach out to those who either cannot or are unlikely to attend traditional meetings due to a lack of transportation or for other reasons such as a disability or language barrier to ensure that meaningful opportunities to participate are realized.

Additionally, RFATS will maintain an established complaint processing procedure (Exhibit IV) and will designate an MPO staff member to serve as the lead person and/or liaison with the RFATS Policy Committee and SCDOT regarding the documentation, compliance and reporting requirements of Title VI.

Activities: MTP update and other major MPO activities.

## **Visualization**

Description: RFATS recognizes that an important element of public participation is to provide the public, when possible, visual as well as written descriptions of transportation planning efforts and/or projects. Through visual imagery, the complex features of proposed transportation plans, policies and programs can be portrayed at appropriate scales (regional, local, etc.) and from different perspectives. With this understanding in mind, RFATS will utilize various visual and design approaches (GIS, sketches, mapping, etc.) to usefully illustrate transportation planning projects and ideas under review and/or

consideration by the MPO.

Activities: Planning studies and other major MPO activities.

### **Future Considerations**

RFATS will consider creating project-specific newsletters that briefly describe progress made on major projects in the RFATS Study Area to be released by e-mail and posted on the website.

## **V. EVALUATION METHODS AND MEASURES OF EFFECTIVENESS**

In order to determine the effectiveness of various public participation tools and techniques, they must be evaluated on a regular basis. Therefore, after our communication venues are utilized, a PPP Consensus Report (Exhibit III) will be prepared. The Consensus Report will track the following measures of effectiveness:

- Media inventory of newspaper articles, internet media, television and radio coverage;
- Number of public forums, workshops and community meetings that occur and the geographic diversity of the planning area covered as well as public comments received;
- Number of requests or inquiries regarding basic mobility transportation options, accessibility or special accommodation assistance;
- Number of requests for language translated and/or large print planning documents;
- Number of phone, fax, mail, email, and social media inquiries or comment cards received;

This document tracks public participation activity; and in particular, the form of outreach undertaken allowing RFATS to recognize patterns in participation, such as which media reach the most people and are the most popular with residents within the study area. RFATS will undertake a participation evaluation every three years to incorporate additional outreach strategies with each PPP update. Additionally, the Citizens Advisory Committee and Technical Advisory Team will be utilized to evaluate public participation tools and techniques and provide additional input as well.

## **VI. IMPROVEMENT STRATEGIES / EFFORTS**

RFATS continually strives to achieve improved public participation in all major areas of MPO management. Indeed, because the decisions made by RFATS affect the entire population within the MPO boundary area, (for both residents and visitors alike), seeking and securing public input is viewed as an integral part of achieving success as a planning organization. Therefore, each time a public participation evaluation is performed, improvement strategies may be generated. If improvements are needed for an ongoing public participation task, a reasonable completion date should be established. If improvements are needed for one-time activities such as corridor studies, the improvements should be implemented where appropriate on future activities.

# APPENDIX (EXHIBIT I)

# RFATS PUBLIC PARTICIPATION COMMUNICATION VENUES

## EXHIBIT I

RFATS PUBLIC PARTICIPATION COMMUNICATION VENUES												Exhibit 1
STAKEHOLDERS/ MEETING DATES	RFATS Citizen Advisory Committee	Community town hall meetings - "Go to" principle	Organization Meetings	Newspapers, including Latino, etc.	Web sites (linked to all jurisdictional sites)	Newsletters (Neighborhood Empowerment, etc.)	Mass Media	Targetted Bulk Mailings	Public Facility Contact	Senior Centers	Personal Interviews	Public Events
Residents-General public	x			x	x				x			x
Minority-Disadvantaged Citizens	x	x		x	x	x	x		x			
Housing Authorities	x	x	x		x			x				
Neighborhood Organizations	x	x	x	x	x				x			
Churches - Faith Based Organizations	x	x		x	x				x			
ESL Groups	x	x							x			
Council on Aging/Special Needs	x	x	x	x	x				x	x		
Chamber of Commerce	x		x	x	x				x			
Economic Development Organizations	x		x	x	x				x			
Home Builders Assn	x		x	x	x				x			
Education Organizations	x		x		x	x	x		x			
Freight Movement (i.e.S.C. Trucking Assn)			x								x	



# APPENDIX (EXHIBIT II)



## 2045 LRTP UPDATE

### PUBLIC COMMENT FORM

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

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

\_\_\_\_\_

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

I heard about this meeting by:

\_\_\_ newspaper

\_\_\_ website

\_\_\_ TV – Local Channel 19

\_\_\_ other: \_\_\_\_\_

Please use the space below to identify transportation needs and priorities you believe would be beneficial to the RFATS area: (please print)

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**If you have questions or need more information, please contact RFATS staff at:**

EMAIL: [info@rfatsmpo.org](mailto:info@rfatsmpo.org)

PHONE: 803-326-2460

WEBSITE: [www.rfatsmpo.org](http://www.rfatsmpo.org)

**Thank you for your comments!**

**PLEASE PLACE FORMS IN THE BOX PROVIDED**

If you prefer, you can mail the completed form to: **P.O. Box 11706, Rock Hill, SC 29731** or submit your comments via the RFATS website COMMENT FORM located on the Public Participation page.



Rock Hill – Fort Mill Area Transportation Study

PLEASE LET US KNOW HOW YOU FEEL ABOUT TRANSPORTATION ISSUES  
(Highways, traffic, commuting, public transit, bike/pedestrian systems):

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We welcome you to call, e-mail, or send your comments to:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE/EMAIL/FAX: \_\_\_\_\_

\_\_\_\_\_

RFATS Administrative Agent  
P.O. Box 11706  
Rock Hill, SC 29731-1706  
(803) 326-3897 or  
(803) 329-5511 (fax)  
info@rfatsmpo.org  
www.rfatsmpo.org

Information received via (circle one): telephone, e-mail,  
in-person, letter, other \_\_\_\_\_

# APPENDIX (EXHIBIT III)

# RFATS PPP CONSENSUS REPORT

Public Participation Techniques  
 Citizens Advisory Committee  
 Community Town Hall Meetings  
 Consultation  
 Legal Advertisements and Display Ads  
 Brochure  
 Surveys  
 Direct Mailings / Announcements  
 Comment Forms  
 MPO & Local Government Website(s)  
 Media / Press Releases  
 Small Group / Public Meetings  
 Personal Interviews  
 Community Based Public Events / SC Visitors Center  
 Title VI & Environmental Justice  
 Visualization

VENUE	DATE	ACTIVITY
Citizens Advisory Committee	1/16/2008	Review of LRTP Update & PPP Activity Schedule
Consultation	2/6/2008	Request for Input for the 2035 LRTP Update from Identified Stakeholders and Interested Parties
Legal Ads; MPO Website	2/17/2008	Notice of Upcoming Public Meetings for 2035 LRTP Update
Community Meetings, Surveys; Visualization	2/21/2008	2035 LRTP Update Community Meeting - Rock Hill City Hall
Community Meetings, Surveys; Visualization	2/28/2008	2035 LRTP Update Community Meeting - Fort Mill Town Hall
Surveys	4/23/2008	2035 LRTP Update - Transportation Disadvantaged Survey
Citizens Advisory Committee	5/27/2008	Review of LRTP update; FY 08-09 Grant Programs
Consultation with Federal / State Agencies	6/11/2008	LRTP: IAC Comments on LRTP / Conformity Determination
Legal Ads; MPO Website	6/27/2008	LRTP: 30 Day Notice of Public Review - Draft 2035 LRTP Project List
Legal Ads & Display Ads	7/29/2008	LRTP: Notice of Public Review: Draft 2035 LRTP Project List
Legal Ads; MPO Website	7/30/2008	LRTP: Draft 2035 LRTP Project List Notice
Consultation with Federal / State Agencies	9/10/2008	LRTP: IAC Comments on LRTP / Conformity Determination
Citizens Advisory Committee	9/11/2008	MPO Certification Review; LRTP Draft Project List; Grant Programs;
Consultation with Federal / State Agencies; Legal/Display Ads; Public Meetings; Personal Interviews; Visualization	9/30/2008	MPO Certification: Public Hearings
Citizens Advisory Committee	1/13/2009	HOV/HOT Study; Bike Lanes Prioritization Planning;
Legal Ads; MPO Website	3/24/2009	TEP/CMAQ: Notice of FY 09-10 TEP / CMAQ Funding Cycle
Legal Ads; MPO Website	4/1/2009	LRTP: Notice of 30 Day Public Review - 2035 LRTP / TIP /AQ Conformity Report
Consultation with Federal / State Agencies; Email Distribution; Comment Forms	4/8/2009	FY 09-15: Draft FY 09-15 Comprehensive TIP Document - Request for Comments; LRTP: IAC Comments for 2035 LRTP Update
Legal Ads; MPO Website	4/15/2009	LRTP: Notice of Upcoming Public Hearing - 2035 LRTP / TIP/ AQ Conformity Report
MPO Website; Small Group / Public Meeting; Comment Forms; Visualization	4/24/2009	LRTP: Public Hearing: 2035 LRTP Update, TIP and AQ Conformity Report
Legal Ads; MPO Website	4/28/2009	UPWP: FY 09-10 Draft UPWP-30 Day
Citizens Advisory Committee	5/14/2009	BRT: Review and Comments: TOD Model Ordinance; Review and Comments: Dave Lyle Blvd Extension Feasibility Study Update
Citizens Advisory Committee	5/17/2009	CMP: Rec'd Evaluation of Current Conditions of CMP Update; PPP: Review and Comments: Amended PPP
Consultation with Federal / State Agencies; Small Group / Public Meeting; Visualization	6/1/2009	BRT: Model Transit Oriented Development Ordinance
Consultation with Federal / State Agencies	6/29/2009	LRTP: CRAFT Meeting - Discussion of LRTP Process / AQ Conformity
Legal / Display Ads	7/1/2009	FY 09-15 TIP Amendment - 30 day - CMAQ and ARRA projects
Consultation with Federal / State Agencies	7/8/2009	LRTP: IAC Comments on LRTP / Conformity Determination
Legal / Display Ads	7/19/2009	FY 09-15 TIP Annual Progress Report - as of June 30, 2009
Citizens Advisory Committee	9/10/2009	CMP: Review and Comments: CMP Update; Received Info on ARRA Funds
Email Notification / Announcements	10/16/2009	Transit Service: CATS 78X Notice of New Transit Service

VENUE	DATE	ACTIVITY
Media / Press Releases	10/23/2009	Transit Service: CATS 78X Notice of New Transit Service
Legal / Display Ads	11/22/2009	Transit Service: Notice of New Transit Service - 78X
Legal / Display Ads	12/27/2009	Annual Listing of Obligated Projects FFY 2009
MPO Website; Email Notifications; Direct Mailing / Postcards	2009	Notice of Policy Committee Meetings / Agendas
Citizens Advisory Committee	1/14/2010	BRT: Review and Comments: US 21 BRT Land Use Implementation Planning - MOU Development; TEP/CMAQ: Review and Comments: FY 10-11 TEP/CMAQ Funding Cycle
Legal / Display Ads; Email Notifications / Announcements	1/31/2010	FY 09-15 TIP Amendment - 30 day - CMAQ projects
Legal / Display Ads	2/28/2010	TEP/CMAQ: Notice of TEP/CMAQ FY 10-11 Funding Cycle
Legal / Display Ads	3/3/2010	Transit Service: Public Hearing Notice - Proposed Fare Increase for 78X and 82X Bus Services; FY 09-15 TIP Amendment - 30 day - TEP Projects
Media / Press Releases	3/4/2010	Transit Service: Proposed Fare Increase For 78X and 82X Bus Services
Media / Press Releases	3/10/2010	Transit Service: Public Hearing Notice - Proposed Fare Increase for 78X and 82X Bus Services
Citizens Advisory Committee; Email Notifications; Comment Forms; Local Government Websites; Title VI; Visualization	3/1/2010	RFATS Website Development and Launch
MPO Website; Legal / Display Ads; Email Notifications; Comment Forms	3/31/2010	PPP Amendment - 45-Day; UPWP: FY 10-11 Draft UPWP - 30 day
Surveys; Comment Forms	5/7/2010	Transit Service: York County Access Rider Survey
MPO Website; Media / Press Releases; Comment Forms	5/13/2010	Transit Service: CATS 78X Adds 3rd Stop at Home Depot
Media / Press Releases	5/16/2010	Transit Service: CATS 78X Adds 3rd Stop at Home Depot
Legal / Display Ads; Email Notifications	5/30/2010	FY 09-15 TIP Amendment - 15 day - TEP Projects
MPO Website; Media / Press Releases; Comment Forms; Email Notifications	6/6/2010	FY 09-15 TIP Amendment - 15 day- CMAQ projects
MPO Website; Local Govt Websites	6/11/2010	Transit Service: York County Brochure - revised to include Peak Period Service
MPO Website; Printed Materials / Brochures; Media / Press Releases;	6/14/2010	Transit Service: Kick Off Event for Peak Period Service
Legal / Displays Ads	6/15/2010	DBE Program for FFY 10-11
MPO Website; Direct Mailings; Media / Press Releases; Visualization	6/30/2010	Transit Service: Ride To Work Service Implementation
Legal / Display Ads; Email Notification / Announcements	7/4/2010	FY 09-15 TIP Amendment - FM Spratt Street Gateway Project
Legal / Display Ads; Email Notification / Announcements	8/4/2010	FY 09-15 TIP Annual Progress Report - as of June 30, 2010
Surveys; Direct Mailings / Post Cards	10/11/2010	BRT: BRT Survey
Legal / Display Ads; Email Notification / Announcements	10/24/2010	FY 09-15 TIP Amendment - CRH Traffic Signal Improvements and SC 72
MPO Website; Comment Forms; Email Notifications / Announcements	10/25/2010	FY 09-15 TIP Amendment - CRH Traffic Signal Improvements and SC 72
Legal / Display Ads; Email Notification / Announcements	12/23/2010	FY 09-15 TIP Amendment - 30 day - ARRA funds
MPO Website; Email Notifications; Direct Mailing / Postcards	2010	Notice of Policy Committee Meetings / Agendas
MPO Website; Legal / Display Ads; Email Notifications; Comment Forms	1/19/2011	Annual Listing of Obligated Projects FFY 2010
Legal / Display Ads; Email Notification / Announcements	1/30/2011	FY 09-15 TIP Amendment - 15 day- CMAQ projects
Legal / Display Ads	2/27/2011	LRTP: Gold Hill Rd Connector - Amendment to Transportation Conf. Report for 2035 LRTP and FY 09-15 TIP -30 day; TEP/CMAQ: Notice of TEP/CMAQ Funding
MPO Website; Email Notifications / Announcements; Comment Forms	2/28/2011	LRTP: Gold Hill Rd Connector - Amendment to Transportation Conf. Report for 2035 LRTP and FY 09-15 TIP -30 day; TEP/CMAQ: Notice of TEP/CMAQ Funding
Legal / Display Ads	3/30/2011	UPWP: FY 11-12 DRAFT UPWP - 30-Day
MPO Website; Email Notifications / Announcements; Comment Forms	3/31/2011	FY 09-15 TIP Amendment -15-Day; UPWP: FY 11-12 DRAFT UPWP - 30-Day
Legal / Display Ads	4/3/2011	Transit Service: CATS 78X: Proposed Route Changes
MPO Website; Legal / Display Ads; Visualization	4/14/2011	New Catawba River Crossing Feasibility Study RFP; Transit Service: CATS 78X: Proposed Route Changes Public Meeting
MPO Website; Email Notifications / Announcements; Comment Forms	4/28/2011	PPP Amendment - 45-Day
Media / Press Releases	5/1/2011	Transit Service: CATS 78X: Service Termination
Citizens Advisory Committee; Visualization	5/12/2011	BRT: Review and Comments: US 21 Bus Service Implementation; CMP: Review and Comments: CMP Completion; FY 09-15 TIP: Review and Comments: RFATS Guideshare Projects - New Catawba River Crossing Feasibility Study and SC 5 Safety Improvements
MPO Website; Email Notifications / Announcements; Comment Forms; Media / Press Releases	5/16/2011	Transit Service: CATS 78X: Service Termination
MPO Website; Email Notifications / Announcements; Comment Forms	5/31/2011	FY 09-15 TIP Amendment - 15 day
Legal Ads; MPO Website	6/19/2011	Transit Service: CATS 78X: Service Termination
MPO Website; Email Notifications / Announcements; Comment Forms	6/27/2011	FY 09-15 TIP Amendment - 15 day

VENUE	DATE	ACTIVITY
Surveys, Email Notifications / Announcements; MPO Website	6/15/2011	Public Participation Survey
Legal Ads; Mpo Website; Consultation w/ Agencies & Organizations; Public Meetings	6/27/2011	L RTP: Amendment 1 to Conformity Determination
MPO Website; Email Notifications / Announcements; Comment Forms	7/3/2011	FY 09-15 TIP Amendment - 15 day CMAQ projects
MPO Website; Email Notifications / Announcements; Comment Forms	8/14/2011	L RTP: Amendment Two- 30-day public comment period
MPO Website; Email Notifications / Announcements; Comment Forms	10/2/2011	FY 09-15 TIP Amendment - 15 day CMAQ project
Media / Press Releases	9/27/2011	New Catawba River Crossing Feasibility Study - Article
MPO Website; Media / Press Releases	11/2/2011	Household Travel Survey
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	11/23/2011	New Catawba River Crossing Feasibility Study - Public Meeting Dec 6, 2011
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	1/30/2012	New Catawba River Crossing Feasibility Study - Public Meeting Feb 7, 2012
MPO Website; Email Notifications / Announcements; Comment Forms	3/28/2012	FY 09-15 TIP Amendment - 15 Day FY 11-12 CMAQ Projects
MPO Website; Email Notifications / Announcements; Comment Forms	3/28/2012	FY 09-15 TIP Amendment - 15 Day FY 12-13 TEP Projects
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	4/19/2012	Proposed Fare Increase for 82X Express Bus Service - Public Hearing
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	4/11/2012	New Catawba River Crossing Feasibility Study - Public Meeting April 17, 2012
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	4/24/2012	New Catawba River Crossing Feasibility Study - Workshop on April 27, 2012
MPO Website; Email Notifications / Announcements; Comment Forms	5/29/2012	UPWP: DRAFT FY 12-13 UPWP 30 Day Public Comment
MPO Website; Email Notifications / Announcements; Comment Forms	5/29/2012	FY 13-18 TIP - 30 Day Public Comment Period
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	6/20/2012	L RTP-Community Workshop Notices
MPO Website; Email Notifications / Announcements; Comment Forms	7/5/2012	FY 13-18 TIP - Annual Progress Report as of June 30, 2012
Legal / Display Ads; Email Notification / Announcements; MPO Website; Media / Press Release; Public Meeting	7/24/2012	L RTP-Public Meeting Notice - Lake Wylie
MPO Website; Email Notifications / Announcements; Comment Forms	10/3/2012	FY 13-18 TIP Amendment - 15 Day Mt. Gallant / SC 161
MPO Website; Email Notifications / Announcements; Comment Forms	10/16/2012	FY 13-18 TIP Amendment - 30 Day Cel-River Widening Project
Citizens Advisory Committee	1/9/2013	2035 L RTP Update; Expansion of Study Area Boundary; Federal Certification Review; TAP & CMAQ; CAC Annual Report
MPO Website; Email Notifications / Announcements; Comment Forms	1/30/2013	FY 13-18 TIP Amendment - 15 Day Sutton Road Sidewalk & SC 160 / Gold Hill Intersection Project
Legal Ads, MPO Website	3/3/2013	Transportation Alternatives application notice
Legal Ads, MPO Website; comment form	3/27/2013	FY 13-18 TIP Amendment - 15 Day Gold Hill / I-77 Interchange, Side Track Extension, Clebourne / North White Intersection Project
Legal Ads, MPO Website; Comment Form	4/28/2013	30 day L RTP Update Draft, AQ Report, and FY 14-19 TIP update
Legal Ads, MPO Website; Comment Form	5/1/2013	FY 13-18 TIP Amendment - 15 Day YC Board of Disabilities and Special Needs, York Technical College
Legal Ads, MPO Website; comment form	5/2/2013	FY 13-14 UPWP - 30 Day Comment Period
Citizens Advisory Committee	5/9/2013	2035 L RTP Update; Interchange Feasibility Study; Federal Certification Review; TAP & CMAQ
Display Ads, MPO Website; Public Meeting	5/31/2013	L RTP Update, AQ Report, FY 14-19 TIP Public Meeting Notice
Legal Ads, MPO Website; comment form	6/19/2013	FY 13-18 TIP - 15 Day Mt. Gallant / Celanese Intersection Improvement, Princeton / Springsteen Intersection Improvement
Legal Ads, MPO Website; comment form	7/3/2013	FY 14-19 TIP - 15 Day Reallocation to White Street Pedestrian Project
Legal Ads, MPO Website; comment form	7/8/2013	US 21 Bridge Widening - The Herald - Anna Douglas - David Hooper
Display Ads, MPO Website; comment form	8/4/2013	FY 13-18 TIP Progress Report - As of June 30, 2013 - The Herald
Legal Ads, MPO Website; comment form	8/7/2013	FY 13-18 TIP Progress Report - As of June 30, 2013 - Carolina Gateway
Citizens Advisory Committee	9/12/2013	Regional Transit Study; STIP / TIP; TAP & CMAQ; Public Participation Plan
Legal Ads, MPO Website; Comment Form	10/6/2013	45 Day Public Review - Public Participation Plan - The Herald
Legal Ads, MPO Website; Comment Form	10/16/2013	15 Day Public Review - FY 14-19 TIP Amendment - Regional Transit Study, Riverview / Riverchase, UPWP Amendment - Inclusion of Regional Transit Study - The Herald
Legal Ads, MPO Website; Comment Form	10/16/2013	15 Day Public Review - FY 14-19 TIP Amendment - Regional Transit Study, Riverview / Riverchase, UPWP Amendment - Inclusion of Regional Transit Study - The Herald
Legal Ads, MPO Website; Comment Form	12/11/2013	15 Day Public Review - FY 14-15 TIP Amendment - Dave Lyhe Blvd / Chamberside, Riverview / Riverchase, US 521 / Marvin Road - The Herald
Citizens Advisory Committee	1/9/2014	Flyover Bridge, STIP & TIP: Public Participation Plan; TAP & CMAQ; Annual Report
Public Meeting	1/14/2014	Dave Lyle Blvd / Chamberside & Riverview / Riverchase CMAQ Projects
Legal Ads, MPO Website; Comment Form	2/5/2014	Accepting Applications for TAP Funds FY 14-15 - Carolina Gateway
Legal Ads, MPO Website; Comment Form	2/5/2014	Accepting Applications for TAP Funds FY 14-15 - The Herald
Display Ads, MPO Website	3/9/2014	15 Day Public Comment - Title VI Program - The Herald
Display Ads, MPO Website; Public Meeting	3/9/2014	Public Meeting Notice - Fare Increase Proposed for 82X Bus Service - The Herald
Display Ads, MPO Website	3/12/2014	15 Day Public Comment - Title VI Program - Carolina Gateway
Display Ads, MPO Website; Public Meeting	3/12/2014	Public Meeting Notice - Fare Increase Proposed for 82X Bus Service - Carolina Gateway
Public Meeting	3/20/2014	Fare Increase Proposed for 82X Bus Service - Rock Hill City Hall Room 373 - 6:00 PM
Citizens Advisory Committee; Visualization	5/8/2014	Regional Transit Study; Coltharp Interchange Study; MAP-21 Transit Representative on Policy Committee; TAP & CMAQ
Public Meeting	5/14/2014	Connect Our Future
Legal Ads, MPO Website; Comment Form	5/28/2014	30 Day Public Review - UPWP FY 14-15 - Carolina Gateway
Legal Ads, MPO Website; Comment Form	5/28/2014	30 Day Public Review - UPWP FY 14-15 - The Herald
Legal Ads, MPO Website; Comment Form	6/15/2014	45 Day Public Review - DBE Program - FY 15-17
Legal Ads, MPO Website; Comment Form	7/9/2014	15 Day Public Review - FY 13-18 TIP Amendment - E White / Albright, Princeton / Springsteen, Sutton Road Sidewalk, India Hook / Celanese, York Co DSN FTA Funds, York Tech & York Co DSN FTA Funds, Riverwalk / Riverpark Trail, City of Rock Hill FTA Funds - The Herald
Legal Ads, MPO Website; Comment Form	7/16/2014	15 Day Public Review - FY 13-18 TIP Amendment - E White / Albright, Princeton / Springsteen, Sutton Road Sidewalk, India Hook / Celanese, York Co DSN FTA Funds, York Tech & York Co DSN FTA Funds, Riverwalk / Riverpark Trail, City of Rock Hill FTA Funds - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/30/2016	TIP Progress Report FY 14-19 - As of June 30, 2014 - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/30/2014	TIP Progress Report FY 14-19 - As of June 30, 2014 - The Herald
Citizens Advisory Committee; Visualization	9/11/2014	Regional Transit Study; Small Area Studies; TAP & CMAQ; Corridor Preservation
Legal Ads, MPO Website; Comment Form	10/8/2014	30 Day Public Review - L RTP & TIP Amendment - Pole Branch Road widening - The Herald
Legal Ads, MPO Website; Comment Form	10/8/2014	30 Day Public Review - L RTP & TIP Amendment - Pole Branch Road widening - Carolina Gateway
Public Meeting	11/18/2014	Meeting w/ Indian Land Action Council
Legal Ads, MPO Website; Comment Form	12/10/2014	15 Day Public Review - FY 14-19 TIP Amendment - SC 160, Celriver Road, York Co Adult Day Care FTA Funds - The Herald
Legal Ads, MPO Website; Comment Form	12/10/2014	15 Day Public Review - FY 14-19 TIP Amendment - SC 160, Celriver Road, York Co Adult Day Care FTA Funds - Carolina Gateway
Legal Ads, MPO Website; Comment Form	12/10/2014	15 Day Public Review - L RTP & TIP Amendment - reflect updated modeling of Pole Branch Road - The Herald
Legal Ads, MPO Website; Comment Form	12/10/2014	15 Day Public Review - L RTP & TIP Amendment - reflect updated modeling of Pole Branch Road - Carolina Gateway
Citizens Advisory Committee; Visualization	1/15/2015	Regional Transit Study; Congestion Management; Air Quality Update
Legal Ads, MPO Website; Comment Form	3/11/2015	Accepting applications for FY 15-16 TAP Funds - The Herald
Legal Ads, MPO Website; Comment Form	3/11/2015	15 Day FY 14-19 TIP Amendment - Carowinds / Pleasant, Princeton / Springsteen - The Herald

VENUE	DATE	ACTIVITY
Legal Ads, MPO Website; Comment Form	3/18/2015	Accepting applications for FY 15-16 TAP Funds - Carolina Gateway
Legal Ads, MPO Website; Comment Form	3/18/2015	15 Day FY 14-19 TIP Amendment - Carowinds / Pleasant, Princeton / Springsteen - Carolina Gateway
Legal Ads, MPO Website; Comment Form	4/8/2015	30 Day Public Review - UPWP FY 15-17 - The Herald
Legal Ads, MPO Website; Comment Form	4/8/2015	30 Day Public Review - UPWP FY 15-17 - Carolina Gateway
Legal Ads, MPO Website; Comment Form	5/22/2015	30 Day Public Review - LRTP & TIP Amendment - SC 160 / I-77 interchange modification - The Herald
Legal Ads, MPO Website; Comment Form	5/27/2015	15 Day FY 14-19 TIP Amendment - Pos / Quantz TAP Project - Carolina Gateway
Legal Ads, MPO Website; Comment Form	5/27/2015	30 Day 2035 LRTP Amendment & TIP Amendment - SC 160 / I-77 Interchange & US-21 to Sutton Road Widening - Carolina Gateway
Citizens Advisory Committee; Visualization	6/11/2015	RFATS / Pennies - Joint Project Programming; Regional Transit Study; Collector Road Study
Legal Ads, MPO Website; Comment Form	7/8/2015	15 Day FY 14-19 TIP Amendment - SC 160 / I-77, Celanese Road / I-77, & York County DSN FTA Funds - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/12/2015	15 Day FY 14-19 TIP Amendment - SC 160 / I-77, Celanese Road / I-77, & York County DSN FTA Funds - The Herald
Legal Ads, MPO Website; Comment Form	8/5/2015	TIP Progress Report - As of June 30, 2015 - The Herald
Legal Ads, MPO Website; Comment Form	8/5/2015	TIP Progress Report - As of June 30, 2015 - Carolina Gateway
Citizens Advisory Committee; Visualization	9/17/2015	Corridor / Small Area Studies - US 521 / Marvin Road / Celanese Road; Bike / Ped Planning; Regional Transit Study
Legal Ads, MPO Website; Comment Form	12/2/2015	15 day FY 14-19 TIP Amendment - Carowinds / Pleasant & India Hook Celanese CMAQ project funding - The Herald
Legal Ads, MPO Website; Comment Form	12/2/2015	30 DAY 2035 LRTP Amendment & TIP Amendment - SC 51, SC 72, Mt Gallant Road, CelRiver Road, McConnells HWY, Mt Gallant Road - The Herald
Legal Ads, MPO Website; Comment Form	12/9/2015	15 day FY 14-19 TIP Amendment - Carowinds / Pleasant & India Hook Celanese CMAQ project funding - Carolina Gateway
Legal Ads, MPO Website; Comment Form	12/9/2015	30 DAY 2035 LRTP Amendment & TIP Amendment - SC 51, SC 72, Mt Gallant Road, CelRiver Road, McConnells HWY, Mt Gallant Road - Carolina Gateway
Citizens Advisory Committee; Visualization	1/14/2016	ArGIS Online Data Resources; Corridor / Small Area Studies - US 521 / Marvin Road / Celanese Road; Regional Transit Study
Legal Ads, MPO Website; Comment Form	2/19/2016	2016 - 2017 TAP Funding application notice - The Herald
Legal Ads, MPO Website; Comment Form	2/24/2016	2016 - 2017 TAP Funding application notice - Carolina Gateway
Legal Ads, MPO Website; Comment Form	4/4/2016	15 Day Public Review - FY 14-19 TIP Amendment - SC 160 Phase II Widening, Carowinds / Pleasant CMAQ, India Hook / Celanese CMAQ, Lake Ridge Trail CMAQ - The Herald
Legal Ads, MPO Website; Comment Form	4/6/2016	15 day FY 14-19 TIP Amendment - SC 160 Phase II Widening, Carowinds / Pleasant CMAQ, India Hook / Celanese CMAQ, Lake Ridge Trail CMAQ - Carolina Gateway
Citizens Advisory Committee; Visualization	4/14/2016	Corridor Study: Celanese / Cherry, TAP
Legal Ads, MPO Website; Comment Form	5/25/2016	30 Day 2035 LRTP Amendment & TIP Amendment - Exit 82 (82A, 82B, 82C) Interchange Reconfiguration Project - The Herald
Legal Ads, MPO Website; Comment Form	5/25/2016	15 Day TIP Amendment - City of Rock Hill Columbia Ave TAP Project - The Herald
Legal Ads, MPO Website; Comment Form	5/25/2016	45 Day Public Review of 2016 Public Participation Plan Update - The Herald
Legal Ads, MPO Website; Comment Form	6/1/2016	15 day FY 14-19 TIP Amendment - City of Rock Hill Columbia Ave TAP Project - Carolina Gateway
Legal Ads, MPO Website; Comment Form	6/1/2016	30 day 2035 LRTP Amendment & TIP Amendment - Exit 82 (82A, 82B, 82C) Interchange Reconfiguration Project - Carolina Gateway
Legal Ads, MPO Website; Comment Form	6/1/2016	45 day public review of 2016 Public Participation Plan Update - Carolina Gateway
Display Ads, MPO Website	6/14/2016	RFATS Bike Ped Connectivity Plan Public Meeting - The Herald & MPO Website & Bike Ped Plan Website
Interview; Media	6/17/2016	RFATS Bike Ped Connectivity Plan Public Meeting - John Marks - David Hooper - Lake Wylie Pilot
Display Ads, MPO Website	6/21/2016	RFATS Bike Ped Connectivity Plan Public Meeting - Lake Wylie Pilot & MPO Website & Bike Ped Plan Website
Display Ads, MPO Website	6/22/2016	RFATS Bike Ped Connectivity Plan Public Meeting - Fort Mill Times & MPO Website & Bike Ped Plan Website
Display Ads, MPO Website	6/22/2016	RFATS Bike Ped Connectivity Plan Public Meeting - Carolina Gateway & MPO Website & Bike Ped Plan Website
Interview; Media	6/24/2016	RFATS Bike Ped Connectivity Plan Public Meeting - WRHI - David Hooper - WRHI Radio Station
Interview; Media	6/24/2016	RFATS Policy Committee Meeting - David Hooper - CN2 News
Public Meeting	6/27/2016	RFATS Bike Ped Connectivity Plan Public Meeting - Lake Wylie
Public Meeting	6/27/2016	RFATS Bike Ped Connectivity Plan Public Meeting - Fort Mill
Interview; Media	6/27/2016	RFATS Bike Ped Connectivity Plan Public Meeting - David Hooper - CN2 News
Legal Ads, MPO Website; Comment Form	7/6/2016	21 day FY 17-22 TIP Amendment - City of Rock Hill FTA 5307 Funding - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/6/2016	21 Day FY 17-22 TIP Amendment - City of Rock Hill FTA 5307 Funding - The Herald
Legal Ads, MPO Website; Comment Form	7/6/2016	30 Day 2017 - 2022 TIP Adoption - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/6/2016	30 Day 2017 - 2022 TIP Adoption - The Herald
Interview; Media	7/25/2016	RFATS Bike Ped Plan Survey - Article in Carolina Gateway by Hannah Strong - David Hooper
Display Ads, MPO Website	7/26/2016	RFATS 2045 LRTP Update Public Meeting Advertisement - Lake Wylie Pilot
Public Meeting	8/3/2016	RFATS 2045 LRTP Update Public Meeting - Lake Wylie
Display Ads, MPO Website	8/3/2016	RFATS 2045 LRTP Update Public Meeting Advertisement - Fort Mill Times
Legal Ads, MPO Website; Comment Form	8/3/2016	2016 TIP Progress Report - As of June 30, 2016 - Carolina Gateway
Legal Ads, MPO Website; Comment Form	8/3/2016	2016 TIP Progress Report - As of June 30, 2016 - The Herald
Interview; Media	8/8/2016	RFATS 2045 LRTP Update - John Marks - David Hooper - Fort Mill Times
Display Ads, MPO Website	8/10/2016	RFATS 2045 LRTP Update Public Meeting Advertisement - The Herald
Public Meeting	8/11/2016	RFATS 2045 LRTP Update Public Meeting - Fort Mill
Interview; Media	8/11/2016	RFATS 2045 LRTP Update Public Meeting - Patti Mercer - David Hooper - Talk of the Town - Youtube
Public Meeting	8/18/2016	RFATS 2045 LRTP Update Public Meeting - Rock Hill
Interview; Media	8/20/2016	RFATS 2045 LRTP Update - Jennifer Becknell - David Hooper - The Herald
Display Ads, MPO Website	8/24/2016	RFATS 2045 LRTP Update Public Meeting - Carolina Gateway
Interview; Media	8/25/2016	RFATS Website - ArcGIS Online Mapping - John Marks - David Hooper - Lake Wylie Pilot
Public Meeting	8/30/2016	RFATS 2045 LRTP Update Public Meeting - Lancaster County / Indian Land 6:00 PM
Citizens Advisory Committee; Visualization	9/8/2016	2045 LRTP Update; Bike / Ped Connectivity Study; Collector Road Study
Display Ads, MPO Website	9/27/2016	RFATS Collector Road Study - Public Meeting - Lake Wylie Pilot
Display Ads, MPO Website	9/28/2016	RFATS Collector Road Study - Public Meeting - Fort Mill Times
Interview; Media	10/4/2016	RFATS Collector Road Study - John Marks - David Hooper - Lake Wylie Pilot
Public Meeting	10/4/2016	RFATS Collector Road Study - Public Meeting - Lake Wylie Public Library 5:30 PM
Public Meeting	10/6/2016	RFATS Collector Road Study - Public Meeting - Fort Mill Spratt Building 6:00 PM
Display Ads, MPO Website	10/8/2016	Federal Review of the Transportation Planning Process for the RFATS Study Area, Rock Hill City Hall Room 373 - 6:00 PM - The Herald
Display Ads, MPO Website	10/11/2016	Federal Review of the Transportation Planning Process for the RFATS Study Area, Rock Hill City Hall Room 373 - 6:00 PM - Lake Wylie Pilot
Display Ads, MPO Website	10/12/2016	Federal Review of the Transportation Planning Process for the RFATS Study Area, Rock Hill City Hall Room 373 - 6:00 PM - Fort Mill Times
Display Ads, MPO Website	10/12/2016	Federal Review of the Transportation Planning Process for the RFATS Study Area, Rock Hill City Hall Room 373 - 6:00 PM - Carolina Gateway
Public Meeting	10/18/2016	Federal Review of the Transportation Planning Process for the RFATS Study Area, Rock Hill City Hall Room 373 - 6:00 PM
Display Ads, MPO Website	10/19/2016	RFATS Collector Road Study - Public Meeting - Carolina Gateway
Display Ads, MPO Website	10/22/2016	RFATS Collector Road Study - Public Meeting - The Herald
Public Meeting	10/25/2016	RFATS Collector Road Study - Public Meeting - Lancaster County / Indian Land 6:00 PM
Display Ads, MPO Website	10/29/2016	RFATS Bicycle & Pedestrian Connectivity Plan - Rock Hill Operations Center Room 132 & Del Webb Library in Lancaster County 6:00 PM - The Herald
Public Meeting	11/1/2016	RFATS Collector Road Study - Public Meeting - Rock Hill - Manchester Meadows 6:00 PM
Public Meeting	11/9/2016	RFATS Bicycle & Pedestrian Connectivity Plan - Rock Hill Operations Center Room 132 & Del Webb Library in Lancaster County 6:00 PM
Legal Ads, MPO Website; Comment Form	11/30/2016	21 day FY 17-22 TIP Amendment - Gold Hill Rd / I-77 Interchange Improvements - The Herald
Legal Ads, MPO Website; Comment Form	11/30/2016	21 day FY 17-22 TIP Amendment - Gold Hill Rd / I-77 Interchange Improvements - Carolina Gateway
Legal Ads, MPO Website;	2/1/2017	2017 - 2018 TAP Funding Application Notice - The Herald
Legal Ads, MPO Website;	2/1/2017	2017 - 2018 TAP Funding Application Notice - Carolina Gateway
Legal Ads, MPO Website;	2/8/2017	2017 - 2018 TAP Funding Application Notice - Fort Mill Times
Interview; Media	2/24/2017	RFATS Policy Committee Meeting - David Hooper - CN2 News
Legal Ads, MPO Website; Comment Form	3/1/2017	21 day FY 17-22 TIP Amendment - India Hook / Celanese CMAQ & City of Rock Hill FTA Section 5307 Funding - Carolina Gateway
Legal Ads, MPO Website; Comment Form	3/1/2017	21 day Public Notice - Title VI Program Update - Carolina Gateway
Legal Ads, MPO Website; Comment Form	3/1/2017	21 day FY 17-22 TIP Amendment - India Hook / Celanese CMAQ & City of Rock Hill FTA Section 5307 Funding - The Herald
Legal Ads, MPO Website; Comment Form	3/1/2017	21 day Public Notice - Title VI Program Update - The Herald
Legal Ads, MPO Website; Comment Form	3/8/2017	21 day FY 17-22 TIP Amendment - India Hook / Celanese CMAQ & City of Rock Hill FTA Section 5307 Funding - Fort Mill Times
Legal Ads, MPO Website; Comment Form	3/8/2017	21 day Public Notice - Title VI Program Update - Fort Mill Times
MPO Website	3/24/2017	RFATS Annual Listing of Obligated Projects - 2016
Media Reference	4/13/2017	Fort Mill Times - Collector Road Study
Legal Ads, MPO Website; Comment Form	4/26/2017	30 Day LRTP Update, TIP Update, LRTP Public Hearing - POP Requirement - The Herald
Legal Ads, MPO Website; Comment Form	4/26/2017	30 Day LRTP Update, TIP Update, LRTP Public Hearing - POP Requirement - Fort Mill Times
Legal Ads, MPO Website; Comment Form	4/26/2017	30 Day LRTP Update, TIP Update, LRTP Public Hearing - POP Requirement - Carolina Gateway
Display Ads, MPO Website	5/3/2017	Notice of Public Hearing for 2045 LRTP Update - The Herald
Display Ads, MPO Website	5/3/2017	Notice of Public Hearing for 2045 LRTP Update - Fort Mill Times
Display Ads, MPO Website	5/3/2017	Notice of Public Hearing for 2045 LRTP Update - Carolina Gateway
Interview; Media	5/18/2017	CN2 News Report - "Life in the Transit Lane" Interview with David Hooper
Public Meeting	5/19/2017	RFATS 2045 LRTP Update Public Hearing - Manchester Meadows, 10:00 AM
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 15-17 UPWP Amendment Notice - The Herald
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 15-17 UPWP Amendment Notice - Fort Mill Times
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 15-17 UPWP Amendment Notice - Carolina Gateway
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 17-19 UPWP Submission to SCDOT - The Herald
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 17-19 UPWP Submission to SCDOT - Fort Mill Times
Legal Ads, MPO Website; Comment Form	5/31/2017	21 day Public Notice FY 17-19 UPWP Submission to SCDOT - Carolina Gateway
Media Reference	6/15/2017	WCCB TV Charlotte Interview with Policy Committee Members - Jim Reno & George Sheppard - "York Co Leaders Debating Bridge" - David Hooper
Interview; Media	6/23/2017	Fort Mill Times Article on Catawba River Bridge from Policy Committee Meeting, June 23, 2017 - David Hooper
Interview; Media	6/23/2017	CN2 News Report - "Bridge Discussion Deferred Again" - Policy Committee Meeting, June 23, 2017 - David Hooper
Interview; Media	6/30/2017	Fort Mill Times, "Why don't Fort Mill leaders want a bridge?" - Interview with Policy Committee Members, June 23, 2017 Policy Committee Meeting
Interview; Media	6/30/2017	CN2 News Report - "Man Speaks Up for Transportation" - David Hooper interview on Demand Response Transit Service
Legal Ads, MPO Website; Comment Form	7/5/2017	21 day Public Notice FY 17-22 TIP Amendment Windjammer Drive TAP Project, Downtown Traffic Mgmt Project, Fixed Route Transit - The Herald
Legal Ads, MPO Website; Comment Form	7/5/2017	21 day Public Notice FY 17-22 TIP Amendment Windjammer Drive TAP Project, Downtown Traffic Mgmt Project, Fixed Route Transit - Fort Mill Times
Legal Ads, MPO Website; Comment Form	7/5/2017	21 day Public Notice FY 17-22 TIP Amendment Windjammer Drive TAP Project, Downtown Traffic Mgmt Project, Fixed Route Transit - Carolina Gateway
Legal Ads, MPO Website; Comment Form	7/19/2017	2017 TIP Progress Report - As of June 30, 2017 - The Herald
Legal Ads, MPO Website; Comment Form	7/19/2017	2017 TIP Progress Report - As of June 30, 2017 - The Herald
Legal Ads, MPO Website; Comment Form	7/19/2017	2017 TIP Progress Report - As of June 30, 2017 - Fort Mill Times
Legal Ads, MPO Website; Comment Form	7/19/2017	2017 TIP Progress Report - As of June 30, 2017 - Carolina Gateway
Interview; Media	8/30/2017	CN2 News Report - "Transit Talks Continue" - David Hooper interview on Regional Transit Initiative - Centralina COG Regional Transit Meeting



# APPENDIX (EXHIBIT IV)

## **LIBRARY LOCATIONS WITHIN RFATS STUDY AREA**

The libraries listed below are located within the RFATS Study Area and have agreed to make copies of the RFATS Long Range Transportation Plan available as a reference material for public access.

### **YORK COUNTY LIBRARIES**

Branch: Fort Mill Public Library  
Address: 1818 2<sup>nd</sup> Baxter Crossing, Fort Mill, SC, 29708  
Phone: (803) 547-4114  
Hours: Monday – Thursday (9:00 AM – 7:00 PM)  
Friday – Saturday (9:00 AM – 6:00 PM)  
Sunday (Closed)

Branch: Lake Wylie Public Library  
Address: 185 Blucher Circle, Lake Wylie, SC, 29710  
Phone: (803) 831-7774  
Hours: Monday – Thursday (10:00 AM – 8:00 PM)  
Friday (10:00 AM – 6:00 PM)  
Saturday (10:00 AM – 2:00 PM)  
Sunday (Closed)

Branch: Main Library (Rock Hill)  
Address: 138 East Black Street, Rock Hill, SC, 29730  
Phone: (803) 981-5858  
Hours: Monday – Thursday (9:00 AM – 8:00 PM)  
Friday – Saturday (9:00 AM – 6:00 PM)  
Sunday (Sept – May) (2:00 PM – 6:00 PM)

### **LANCASTER COUNTY LIBRARIES**

Branch: Del Webb Library at Indian Land  
Address: 7641 Charlotte Highway, Indian Land, SC, 29707  
Phone: (803) 548-9260  
Hours: Monday – Tuesday (9:00 AM – 8:00 PM)  
Wednesday – Thursday (9:00 AM – 6:00 PM)  
Friday (9:00 AM – 5:00 PM)  
Saturday (9:00 AM – 1:00 PM)

# APPENDIX (EXHIBIT V)



## TITLE VI POLICY STATEMENT

It is the policy of the Rock Hill – Fort Mill Area Transportation Study to comply with all federal and state authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). RFATS does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination on the basis of race, color, national origin, sex, age, disability or income.

All Federally-assisted programs will be administered in a manner to guarantee that the Rock Hill – Fort Mill Area Transportation Study, other recipients, sub-recipients, contractors, subcontractors, transferees, and other recipients, sub-recipients, contractors, subcontractors, transferees, successors in interest, and other participants in Federal financial assistance comply with all requirements imposed by or pursuant to, civil rights acts and Department of Transportation regulations. The Rock Hill – Fort Mill Area Transportation Study is responsible for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by 23 Code of Federal Regulation (CRF) Part 200 and 49 Code of Federal Regulation Part 21.

  
Name

RFATS Administrator  
Title

4-21-17  
Date

**For more information contact:**  
David F. Hooper, AICP, RFATS Administrator  
Rock Hill – Fort Mill Area Transportation Study  
PO Box 11706 / 155 Johnston Street  
Rock Hill, SC 29731 (803) 326-3897  
[dhooper@rfatsmpo.org](mailto:dhooper@rfatsmpo.org)



## **ROCK HILL – FORT MILL AREA TRANSPORTATION STUDY**

### **TITLE VI PROGRAM**

#### **INTRODUCTION**

The Rock Hill – Fort Mill Area Transportation Study (RFATS) serves as the federally designated Metropolitan Planning Organization (MPO) and is responsible for ensuring that transportation programs utilizing federal funds in the RFATS Study Area are based on a continuing, cooperative, and comprehensive planning process. RFATS is committed to building and sustaining a strong and vibrant regional community through cooperation, leadership, and planning.

RFATS role is to provide a forum and undertake appropriate and necessary planning to address regional transportation challenges and opportunities; long-range planning; public policy coordination; and technical assistance to strengthen the effectiveness of local government action.

#### **Members:**

The RFATS Study Area includes the urbanized portions of eastern York County and the northwestern portion (panhandle) of Lancaster County. RFATS members include:

- City of Tega Cay
- Lancaster County
- City of Rock Hill
- York County
- Town of Fort Mill
- Catawba Indian Nation

#### **Committees:**

RFATS is composed of three standing committees: (1) a Policy Committee made up of area elected officials, state legislative members, and a representative from the SCDOT Commission; (2) a Technical Committee comprised of staff from area jurisdictions as well as numerous federal and state agencies; and (3) a Citizens Advisory Committee representing each jurisdictional member and targeted representation for those traditionally underserved by the existing transportation system.

Policy Committee: The RFATS planning process is guided by a 12-member Policy Committee which sets priorities and provides direction for the RFATS Study Area. This committee is made up of elected officials from each jurisdiction within the MPO Planning Area as well as the South Carolina State Legislature and a representative from the SCDOT Commission. The committee chair is determined through a yearly rotating schedule among members representing the local governments that participate in the process. The vice-chair is also selected by a vote of the members of the Policy Committee and also serves a one year term.

Technical Committee: This committee includes staff from each of the municipalities within the RFATS Study Area, as well as the South Carolina Department of Transportation (SCDOT), the Federal Highway Administration (FHWA), the Catawba Regional Council of Governments (CRCOG), and the Catawba

Indian Nation. The RFATS Administrator serves as chair of this committee.

Citizens Advisory Committee: The Citizens Advisory Committee provides input and review of the RFATS transportation planning process and activities. Members include representation from the six RFATS communities and at-large members representing those with special needs as well as communities traditionally underserved by the existing transportation system.

**Partners:**

RFATS goal is to provide a regional transportation system that ensures the safe and efficient mobility of people and goods, optimizes transit opportunities, and enhances the community's environmental and economic well-being. To achieve this goal RFATS coordinates with the following federal and state partners:

- South Carolina Department of Transportation (SCDOT)
- Environmental Protection Agency (EPA)
- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- South Carolina Department of Health and Environmental Control (SCDHEC)

**TITLE VI OF THE 1964 CIVIL RIGHTS ACT**

Title VI declares it to be the policy of the United States that discrimination shall not occur in connection with programs and activities receiving federal financial assistance, such as RFATS, and authorizes and directs the appropriate federal departments and agencies to take action to carry out this policy.

*Title VI of the Civil Rights Act of 1964, Section 601 states: No person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance (42 U.S.C. Section 2000d).*

*The Age Discrimination Act of 1975 prohibited exclusion based on age, and Title 23 USC 324 added that no person should be excluded from participation on the basis of sex. The Civil Rights Restoration Act of 1987 reemphasized all of the anti-discrimination laws and the applicability to federal programs.*

**RFATS ASSURANCES**

RFATS assures that no person shall, on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. RFATS further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. In the event the MPO distributes federal aid funds to another governmental entity, RFATS will include Title VI language in all written agreements and will monitor for compliance.

The RFATS Transportation Planning Assistant is responsible for initiating and monitoring Title VI activities, preparing required reports, and other RFATS responsibilities as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.

## RESPONSIBILITIES

The following are general Title VI responsibilities of RFATS applicable to all four Title VI Program Areas. The Title VI Coordinator, with involvement and assistance from the RFATS Administrator, is responsible for ensuring these elements of the plan are appropriately implemented and maintained.

1. Data Collection: Statistical data on race, color, national origin, income level, language spoken, and sex of participants in, and beneficiaries of, federally funded programs is to be gathered and maintained as described in the “Program Area Responsibilities” section of this document. The data gathering process will be reviewed regularly to ensure sufficiency of the data in meeting the requirements of the Title VI program.
2. Review of the Title VI Program: Every three years the Title VI Coordinator will review the agency’s Title VI program to assure compliance with Title VI. In addition, he or she will review agency operational guidelines and publications, including those for contractors, to ensure that Title VI language and provisions are incorporated, as appropriate. Additionally, the Master Agreement will be reviewed annually for necessary updates to the Title VI Plan.
3. Dissemination of information related to the Title VI Program: Information on RFATS Title VI program is to be disseminated to agency employees, contractors, and beneficiaries, as well as to the public, as described in the “Program Area Responsibilities” section of this document, and in other languages where appropriate.
4. Resolution of Complaints: Any individual may exercise his or her right to file a complaint with RFATS, if that person believes that he or she or any other program beneficiaries have been subjected to unequal treatment or discrimination, in their receipt of benefits / services or on the grounds of race, color, sex, or national origin. RFATS will make a concerted effort to resolve complaints as put forth in its Title VI Complaint Procedure.

### **RFATS Transportation Planning Assistant:**

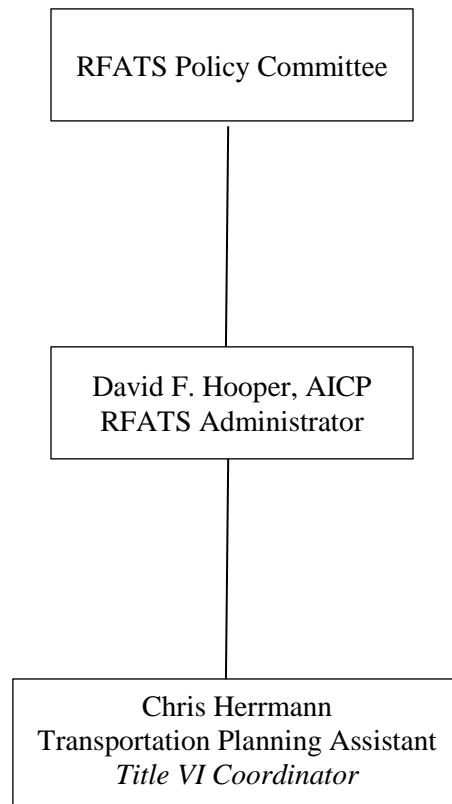
The responsibilities of the Title VI Coordinator are performed by the RFATS Transportation Planning Assistant. This position is responsible for undertaking and supporting activities pertaining to Title VI regulations and procedures set forth in federal guidance and according to the RFATS Title VI Plan.

In support of this, the Title VI Coordinator will (with support and guidance from the RFATS Administrator):

- Identify, investigate, and work to eliminate discrimination if found to exist.
- Process Title VI complaints received, as described in Section VI (Title VI Complaints).
- Monitor and discuss progress, implementation, and compliance issues related to the RFATS Title VI program.
- Review the agency’s Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance.
- If a federal funding recipient is found to not be in compliance with Title VI, work with staff to resolve the deficiency status and undertake remedial action if necessary, as described in the Consultant Contracts section of this plan.
- Review important Title VI related issues with the RFATS Policy Committee, as appropriate.
- Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

## RFATS ORGANIZATIONAL CHART WITH TITLE VI RESPONSIBILITIES

As of January 2017





**RFATS Staff:**

The Title VI Coordinator, under supervision from the RFATS Administrator will accept or share responsibility for daily administration of the Title VI program, including implementation of the plan and Title VI compliance, program monitoring, reporting, and education within an applicable program area.

**General Responsibilities:**

RFATS is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's public involvement process. RFATS will:

- Ensure that all communications and public involvement efforts comply with Title VI.
- Develop and distribute information on Title VI and agency programs to the general public.
- Provide information in languages others than English, where appropriate.
- Continue to ensure all social and economic groups in the region are involved and represented in the planning process.
- Include the Title VI Notice to the Public, full or abbreviated versions, in relevant press releases and on the agency website.
- Notify affected protected groups of public hearings regarding proposed actions, and make the hearings accessible to all residents. This includes the use of interpreters, when requested, or when a strong need for their use has been identified.

**Responsibilities in Program Areas:****1. Communication and Public Participation**

RFATS utilizes several approaches to share information with area residents and solicit input on transportation projects, policies, and plans. RFATS staff will ensure all communication complies with Title VI and that Title VI notices to the public are included on relevant press releases and the MPO website. RFATS public involvement efforts include:

- Extensive stakeholder e-mail distribution list: a list open to any interested citizen to receive important RFATS updates.
- MPO website and Facebook page: RFATS presence online is important to connect to a wide audience.
- Coordination with the York County International Center: the YCIC is the MPO's primary service agency assisting those new to the area and LEP populations.
- Advertising in newspapers of general circulation: RFATS will place public notices in two area newspapers, the Rock Hill Herald and the Carolina Gateway.
- Comments at public meetings: Citizens are encouraged to attend monthly Policy Committee meetings at which there is time set aside for the public to address the board.

In consideration of Title VI protected groups, RFATS takes the following steps in soliciting public input:

- Plan meeting locations carefully: Public meetings are held in locations that are accessible by public transit (where available). Also, facilities are compliant with the Americans with Disabilities Act (ADA).

- Seek help from community leaders and organizations: To facilitate involvement of traditionally underserved populations, RFATS works with the York County International Center and has two members of the Citizens Advisory Committee (described below) representing minority populations.
- Limited English Proficiency (LEP) Assistance: RFATS staff works closely with the YCIC to translate all provided information, if necessary, and utilizes a language translator on the RFATS website.

#### *Citizens Advisory Committee*

RFATS staff actively works with the Citizens Advisory Committee that reviews and provides input on the development of transportation programs and projects within the MPO Study Area. One of the primary objectives of this committee is to ensure that meaningful participation by those traditionally under-served by the existing transportation system is achieved. With this in mind, the committee's membership structure has representative designations for those with special transportation needs, limited English proficiency, and minority populations. This committee meets on a quarterly basis or more frequently as appropriate.

#### *Public Participation Plan*

The RFATS Public Participation Plan outlines the various ways that public participation activities will be conducted throughout the MPO Study Area and contains the vision, objectives and techniques utilized by RFATS. Specifically, in an effort to ensure meaningful public participation in the transportation decision-making process, RFATS employs multiple methods of communication and proactively seeks out the viewpoints of minority, low-income, and limited English proficiency (LEP) populations. The MPO's outreach strategy is to offer early and continuous public involvement activities.

Specifically, this is accomplished by holding meetings at convenient times and accessible locations. Additionally, for those who may not be able to attend a scheduled meeting in person, RFATS makes all planning documents available online as well as on-site at Rock Hill City Hall.

It should also be noted that the Public Participation Plan ensures opportunities for public comment by phone, email, fax, and online comment form as well as in person at monthly Policy Committee meetings. Formal public comment periods are held for major activities, such as amendments to the Transportation Improvement Program, the Unified Planning Work Program, the Metropolitan Transportation Plan, and the Public Participation Plan. General comments, questions, or observations are welcome at any time.

## 2. Planning and Programming

RFATS is responsible for developing long- and short-range transportation plans to provide efficient transportation services in the study area. A comprehensive planning process is used, which entails the monitoring and collection of carried data pertaining to transportation issues. RFATS coordinates with local governments, area transit agencies, and state and federal agencies; seeks public involvement; and provides technical support when needed.

Primary guidance is provided by:

- The Metropolitan Planning Organization (MPO) Regulation 23 CFR 450;
- Fixing America's Surface Transportation Act (FAST Act); and
- Clean Air Acts and amendments

### *Planning Activities*

RFATS receives federal funds to develop regional transportation plans and to coordinate technical and policy studies on a wide range of transportation and other programs. The primary products of this process include:

- Long Range Transportation Plan (LRTP),
- Transportation Improvement Program (TIP), and
- Unified Planning Work Program (UPWP).

Considerations of Title VI legislation are made throughout RFATS planning and programming activities. For example:

- Data Collection – Part of RFATS work program involves collecting, analyzing, and reporting on data for the study area. This task includes information on population, housing, employment, poverty, income, wages, transportation, traffic, and growth. Member agencies and other groups use this data for activities such as planning and the distribution of funds. Information is gathered from a variety of sources, including the U.S. Census, and each reference source is noted on each data set.
- Long Range Transportation Plan (LRTP) – The development of the RFATS LRTP includes an environmental justice analysis to ensure that the burdens and benefits of planned transportation activities are equitably distributed across racial and socio-economic groups. RFATS staff reviews the impacts that planned programs and projects would have on low-income or minority residents in such areas as transportation investments, effect of projects on area travel times, and access to transit.
- Transportation Improvement Program (TIP) – The RFATS TIP includes an analysis of effects of planned transportation investments on disadvantaged residents similar to that of the LRTP.

### 3. Environmental Affairs

RFATS goal is to promote an efficient and effective transportation system for all users in the RFATS Study Area by considering the social and environmental impacts of transportation decisions. RFATS LRTP covers the 20-year forecast period required by federal law. It also provides for a discussion of potential environmental mitigation activities that must, by federal law, be included. This allows RFATS to identify and assess disproportionately high and adverse effects of programs, policies, or activities on minority or low-income population groups. Within the context of regional transportation planning, environmental justice considers the relative distribution of costs and benefits from transportation investment strategies and policies among different segments of society.

RFATS staff will ensure Title VI environmental justice compliance; analyze findings regarding affected populations; determine if there will be a disproportionately adverse impact on protected Title VI groups; and disseminate information of the findings of any analysis.

### 4. Consultant Contracts

RFATS is responsible for selection, negotiation, and administration of its consultant contracts. RFATS operates under its internal contract procedures and all relevant federal and state laws. RFATS verifies Title VI compliance by consultants (subrecipients of federal funds) in the contracting process. Signature of the terms of the contract is used to verify compliance on the part of the consultant. If a subrecipient is found not to be in compliance with Title VI, the Title VI Coordinator will work with the subrecipient to

resolve the deficiency status and will undertake remedial action, where appropriate. As a point of reference, Title VI language is included in all RFATS procurement documents.

## 5. Educations and Training

Minorities, women, veterans, individuals with a disability, and other individuals are protected by Title VI and federal and state anti-discrimination laws are provided with equal opportunity and fair treatment in all employment-related decisions, including opportunities for education and training.

All RFATS staff are encouraged to participate in professional development and training. All materials received by the agency are made available to all employees, which includes all information on federally funded training. The Title VI Coordinator assists in distributing information on training programs regarding Title VI.

## **APPROACH TO PROVIDING LANGUAGE ASSISTANCE**

### **Limited English Proficiency (LEP):**

Awareness of LEP has grown in recent years and RFATS is committed to assisting all persons in achieving mobility. Fare information of sub-recipients (Charlotte Area Transit System & York County Council on Aging) is printed in Spanish on route materials and at transit locations. Additionally, if riders call after hours, route and schedule information is available in Spanish 24 hours a day through an automated telephone system.

### **Language Assistance: Four-Factor Analysis:**

The number or proportion of LEP persons served or encountered in the eligible service population:

### 2011-2015 American Community Survey 5-Year Estimates: Demographic Information

York County	<u>Estimate</u>	<u>Percent</u>
Total Population	240,076	(X)
Male	115,873	48.3%
Female	124,203	51.7%
Median Age	38	(X)
Under 5	15,377	6.4%
18 years and over	180,217	75.1%
65 years and over	30,309	12.6%
White	180,480	75.2%
African American	45,446	18.9%
American Indian and Alaska Native	1,546	0.6%
Asian	4,091	1.7%
Native Hawaiian or Other Pacific Islander	68	0.0%
Hispanic or Latino	11,625	4.8%

Lancaster County	Estimate	Percent
Total Population	81,263	(X)
Male	39,803	49.0%
Female	41,460	51.0%
Median Age	41	(X)
Under 5	4,825	5.9%
18 years and over	63,162	77.7%
65 years and over	14,758	18.2%
White	60,000	73.8%
African American	18,525	22.8%
American Indian and Alaska Native	312	0.4%
Asian	613	0.8%
Native Hawaiian or Other Pacific Islander	53	0.1%
Hispanic or Latino	3,973	4.9%

The frequency with which LEP individuals come into contact with your programs, activities, and services:

The MPO assesses the frequency at which staff has or could possibly have contact with LEP persons. This includes documenting phone inquiries and surveying public meeting attendance. From January 1 to December 31, 2016, no requests for an interpreter or translated documents were received by staff.

The importance to LEP persons of your program, activities and services:

Although there is not presently a large concentration of non-English speaking citizens in the service area, there is a growing number of Hispanic citizens. Therefore, as an outreach and participation effort, RFATS collaborates with the York County International Center. One of the primary objectives of this organization is to provide interpreter / translation assistance as well as serve as a source of community information.

The resources available to the recipient and costs:

The two primary resources available are the Rock Hill Human Resources Department – that responds to all reasonable accommodation requests (i.e., volunteer interpreters for public meetings) and the York County International Center. The YCIC maintains a list of volunteer interpreters, and in coordination with RFATS staff will provide coordination and documentation assistance as requested.

## **TITLE VI COMPLAINTS**

### **How to file a complaint:**

If you believe that you have received discriminatory treatment by RFATS on the basis of race, color or national origin, you have the right to file a complaint with the MPO's Title VI Coordinator.

### **Methods of filing a complaint:**

The preferred method is to file a complaint using the Title VI Complaint Form and sending it to:

Chris Herrmann  
Title VI Coordinator  
PO Box 11706 / 155 Johnston Street  
Rock Hill, SC 29731 (803) 326-2460  
[cherrmann@rfatsmpo.org](mailto:cherrmann@rfatsmpo.org)

Verbal complaints will be accepted and transcribed by the Title VI Coordinator. To make a verbal complaint, call (803) 326-3897 and ask for the Title VI Coordinator. RFATS staff will provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English.

*In addition to the complaint process outlined above, a complainant may file a Title VI complaint directly with the U.S. Department of Transportation, Federal Transit Administration, Office of Civil Rights, Region IV, 230 Peachtree, NW, Suite 800, Atlanta, GA 30303.*

### **Tracking / documenting complaints:**

Any written or oral complaint alleging discrimination on the grounds covered by Title VI of the Civil Rights Act of 1964, as amended, will be recorded upon receipt in a log sheet maintained by the MPO. The log should include:

- Name of Complainant(s)
- Date complaint was received
- Nature of complaint
- Action taken by agency
- Initial / signature of the agency representative handling the complaint

### **Investigating complaints:**

Once a complaint is recorded on the log sheet, it will be promptly investigated by the designated RFATS Title VI Coordinator. Specifically, within 10 working days of receipt of the formal complaint, the Title VI Coordinator will notify the complainant and begin an investigation (unless the complaint is filed with an external agency first or simultaneously).

The investigation may include discussions of the complaint with all affected parties to determine the nature of the problem. Additionally, the complainant may be represented by an attorney or other representative of his / her own choosing during the course of the investigation. The investigation will be conducted and completed within 60 days of the receipt of the formal complaint.

## **TITLE VI COMPLAINTS**

RFATS is not aware of any active lawsuits or complaints alleging discrimination on the basis of race, color, or national origin.

## **TITLE VI PUBLIC NOTICE OF COMPLIANCE**

RFATS notice and commitment to comply with Title VI of the Civil Rights Act of 1964 is reflected in the guidance and policy statement provided in the Public Participation Plan (June 2016), where the MPO states that in “complying with Federal law, the Rock Hill-Fort Mill Area Transportation Study (RFATS) will proactively reach out to those who either cannot or are unlikely to attend traditional meetings due to a lack of transportation or for other reasons such as a disability or language barrier.”

### **RFATS Title VI Public Notice**

*The Rock Hill – Fort Mill Area Transportation Study is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI of the Civil Rights Act of 1964. If you believe you have been subjected to discrimination under Title VI, you may file a written complaint with:*

*RFATS  
Attn: Title VI Coordinator, PO Box 11706  
Rock Hill, SC 29730  
(803) 326-2460  
[cherrmann@rfatsmpo.org](mailto:cherrmann@rfatsmpo.org)*

## STANDARD U.S. DOT TITLE VI ASSURANCES

The Rock Hill – Fort Mill Area Transportation Study (**LPA**) (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT) through the ***Federal Highway Administration (FHWA)*** or the ***Federal Transit Administration (FTA)***, is subject to and will comply with the following:

### Statutory / Regulatory Authorities

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

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

### General Assurances

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

“No person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,” for which the Recipient receives Federal financial assistance from the Department of Transportation, including the ***FEDERAL HIGHWAY ADMINISTRATION (FHWA) AND THE FEDERAL TRANSIT ADMINISTRATION (FTA)***.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age of Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

### Specific Assurances

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

1. The Recipient agrees that each “activity”, “facility”, or “program”, as defined in §§21.23(b) and 21.23(e) of 49 C.F.R. §21 will be (with regard to an “activity”) facilitated, or will be (with regard to a facility) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and, the Regulations.



2. That the Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all programs and activities and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

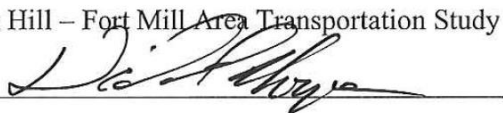
“The Rock Hill – Fort Mill Area Transportation Study (LPA), (in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, U.S.C §§2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”
3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon, or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to the rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - (a) for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - (b) for the construction or use of, or access to, space on, over or under real property acquired, or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

- (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - (b) the period during which the Recipient retains ownership or possession of the property
- 9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he / she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations and this Assurance.
- 10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

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

Rock Hill – Fort Mill Area Transportation Study

by



Authorized Official

Dated

4-21-17

## APPENDIX A

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

- (1) **Compliance with Regulations:** The contractor (Hereinafter includes consultants) will comply with the Acts and the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- (2) **Non-discrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21. This includes FHWA or FTA specific program requirement.
- (3) **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin. This includes FHWA or FTA specific program requirements.
- (4) **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the ROCK HILL – FORT MILL AREA TRANSPORTATION STUDY (LPA), **THE FEDERAL HIGHWAY ADMINISTRATION (FHWA), or the FEDERAL TRANSIT ADMINISTRATION (FTA)** to be pertinent to ascertain compliance with such Acts, Regulations, instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Rock Hill – Fort Mill Area Transportation Study (LPA), FHWA or the FTA, as appropriate, and will set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the contractor’s noncompliance with Non-discrimination provisions of this contract, the Rock Hill – Fort Mill Area Transportation Study (LPA) will impose such contract sanctions as it or the **FEDERAL HIGHWAY ADMINISTRATION (FHWA), or the FEDERAL TRANSIT ADMINISTRATION (FTA)** may determine to be appropriate, including, but not limited to:
  - (a) withholding of payments to the contractor under the contract until the contractor complies, and / or

(b) cancellation, termination or suspension of the contract, in whole or in part.

**(6) Incorporation of Provisions:** The contractor will include the provisions of paragraphs one (1) through six (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontractor procurement as the Rock Hill – Fort Mill Area Transportation Study (LPA), **the FEDERAL HIGHWAY ADMINISTRATION (FHWA), or the FEDERAL TRANSIT ADMINISTRATION (FTA)** may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with, litigation with a subcontractor, or supplier because of such direction, the contractor may request the Rock Hill – Fort Mill Area Transportation Study (LPA) to enter into any litigation to protect the interests of the Rock Hill – Fort Mill Area Transportation Study (LPA). In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## APPENDIX B

### CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

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

**NOW, THEREFORE**, the U.S. Department of Transportation as authorized by law and upon the condition that the **ROCK HILL – FORT MILL AREA TRANSPORTATION STUDY (LPA)** will accept Title to the lands and maintain the project constructed thereon, in accordance with the appropriate legislative authority, the Regulations for the Administration of its programs and activities, and the policies and procedures prescribed by **the FEDERAL HIGHWAY ADMINISTRATION or the FEDERAL TRANSIT ADMINISTRATION** of the U.S. Department of Transportation in accordance with and in with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in federally assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. §2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the SCDOT all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

#### (HABENDUM CLAUSE)

**TO HAVE AND TO HOLD** said lands and interests therein unto the Rock Hill – Fort Mill Area Transportation Study (LPA) and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the Rock Hill – Fort Mill Area Transportation Study (LPA), its successors and assigns.

The Rock Hill – Fort Mill Area Transportation Study (LPA), in consideration or the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on over or under such lands hereby conveyed [,] [and)\* (2) that the Rock Hill – Fort Mill Area Transportation Study (LPA) will use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and the above described land and facilities will thereon revert to and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purposes of Title VI of the Civil Rights Act of 1964.

## **APPENDIX C**

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

The following clauses will be included in all deeds, leases, permits, or similar instruments entered into by the Rock Hill – Fort Mill Area Transportation Study (LPA) pursuant to the provisions of Assurance 7(a):

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

\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

## **APPENDIX D**

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

The following clauses will be included in all deeds, licenses, leases, permits, or similar instruments entered into by the Rock Hill – Fort Mill Area Transportation Study (LPA) pursuant to the provisions of Assurance 7 (b):

- A. The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself / herself, his / her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add “as a covenant running with the land”) that:
  - (1) no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,
  - (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination, and
  - (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination, covenants, the Rock Hill – Fort Mill Area Transportation Study (LPA) will have the right to terminate the (license, permit, etc., as appropriate) and enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the Rock Hill – Fort Mill Area Transportation Study (LPA) will have the right to enter or reenter said lands and facilities thereon, and the above described lands and facilities will thereupon revert to and vest in and become the absolute property of the Rock Hill – Fort Mill Area Transportation Study (LPA) and its assigns.\*

\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI.

## APPENDIX E

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

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

- Title VI of the 1964 Civil Rights Act (42 U.S.C. 2§000 *et seq.*, 789 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601) Prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- The Federal-aid Highway Act of 1973, (23 U.S.C. §324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended (42 U.S.C. §6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (42 U.S.C. §47123), as amended, (prohibits discrimination on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (P.L. 100-209), (Broadened, the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 CFR Parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. §47123) prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;



- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendment of 1972, as amended, which prohibits discrimination on the basis of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).



## Title VI Complaint Form

Instruction: If you would like to submit a Title VI complaint to the Rock Hill-Fort Mill Area Transportation Study, please fill out the form below and send it to: RFATS Administrative Agent, P. O. Box 11706, Rock Hill, S. C. 29730-1706.

1. Name (Complainant):	2. Phone:	3. Home address (street #, city, state, zip):	
4. If applicable, name of person(s) who allegedly discriminated against you:			
5. Location and position of person(s) if known:		6. Date of alleged incident:	
7. Discrimination because of: <div style="display: flex; flex-wrap: wrap; padding: 10px;"> <div style="width: 33%;"><input type="checkbox"/> Race / color</div> <div style="width: 33%;"><input type="checkbox"/> Sex (including sexual harassment)</div> <div style="width: 33%;"><input type="checkbox"/> Vietnam Era Veteran</div> <div style="width: 33%;"><input type="checkbox"/> National origin</div> <div style="width: 33%;"><input type="checkbox"/> Sexual orientation</div> <div style="width: 33%;"><input type="checkbox"/> Disabled Veteran</div> <div style="width: 33%;"><input type="checkbox"/> Creed / religion</div> <div style="width: 33%;"><input type="checkbox"/> Marital status</div> <div style="width: 33%;"><input type="checkbox"/> Low Income</div> <div style="width: 33%;"><input type="checkbox"/> Disability</div> <div style="width: 33%;"><input type="checkbox"/> Age</div> <div style="width: 33%;"><input type="checkbox"/> Retaliation</div> </div>			

8. Explain as briefly and clearly as possible what happened and how you believe you were discriminated against.

Indicate who was involved. Be sure to include how you feel other persons were treated differently than you. Also, attach any written material pertaining to your case.

9. What other steps have you taken to try to resolve this complaint? What resulted from your attempts to resolve this complaint?

10. What remedy are you seeking for the alleged discrimination?

11. Have you filed this complaint against this agency before? If yes, when and with whom was it filed?

12. Have you filed any other complaints against this agency before? If yes, when and against whom were they filed. Please give a brief description of each complaint. What is the status of each complaint?

Name:

Date:

Address:

Phone number:

13. Have you filed this complaint with any other federal, state or local agency; or with any federal or state court?

Name:

Agency:

Address:

Phone number:

14. Are you represented by an attorney with regard to anything related to this matter?

Name:

Agency:

Address:

Phone number:

15. Please list below any person(s) we may contact for additional information to support or clarify your complaint

(witnesses, fellow employees, supervisors, others):

Name:

Job title:

Address:

Phone number:

16. Please sign below. You may attach any written materials or other information you think is relevant to your complaint. We cannot accept your complaint unless it's been signed.

Signature:

Date:



## Formulario de Quejas del Título VI

Instrucciones: Si usted desea presentar una queja del Título VI del Estudio Transporte del Área de Rock Hill-Fort Mill, por favor llene el formulario y envíelo a: Agente Administrativo de RFATS, PO Box 11706, Rock Hill, SC 29730 hasta 1706.

1. Nombre (Querellante):	2. Teléfono:	3. Dirección de Casa (# de calle, ciudad, estado, código postal):	
4. En su caso, nombre de la persona (s) que supuestamente discriminado en contra de usted:			
5. Situación y cargo de la persona (s), si se conoce:			6. Fecha del supuesto incidente:
7. La discriminación por motivo de: <div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"> <input type="checkbox"/> Raza / color  <input type="checkbox"/> Origen nacional  <input type="checkbox"/> Credo / religión  <input type="checkbox"/> Discapacidad </div> <div style="width: 33%;"> <input type="checkbox"/> Sexo (incluye acoso sexual)  <input type="checkbox"/> Orientación sexual  <input type="checkbox"/> Estatus marital  <input type="checkbox"/> Edad </div> <div style="width: 33%;"> <input type="checkbox"/> Veterano era Vietnam  <input type="checkbox"/> Veterano incapacitado  <input type="checkbox"/> Bajo recursos  <input type="checkbox"/> Retaliación </div> </div>			

8. Explica la forma más breve y clara posible de lo que pasó y cómo cree que fue discriminado. Indique quién estuvo involucrado. Asegúrese de incluir cómo usted siente que otras personas fueron tratadas de manera diferente que usted. También, adjunte cualquier material escrito relacionado con su caso:

9. ¿Qué otras medidas ha tomado para tratar de resolver esta queja? ¿Que ha resultado de sus intentos para resolver esta queja?



10. ¿Qué remedio estás buscando para la supuesta discriminación?

11. ¿Ha presentado esta queja contra esta agencia antes? ¿En caso afirmativo, cuándo y con quién se lo presentó?

12. ¿Ha presentado alguna otra queja contra esta agencia antes? En caso afirmativo, cuándo y contra quién eran ellos presentaron. ¿Por favor, dar una breve descripción de cada queja. ¿Cuál es el estado de cada una queja?

Nombre:

Fecha:

Dirección:

Numero de Teléfono:

13. ¿Ha presentado esta queja con alguna otra agencia federal, estatal o local, o con cualquier corte federal o estatal?

Nombre:

Agencia:

Dirección:

Numero de Teléfono:

14. ¿Está representado por un abogado con respecto a todo lo relacionado con este asunto?

Nombre:

Agencia:

Dirección:

Numero de Teléfono:

<p>15. Por favor, indique a continuación cualquier persona (s) podemos ponernos en contacto para obtener información adicional para apoyar o aclarar su queja (testigos, compañeros de trabajo, supervisores, otros):</p> <p>Nombre:                      Título de trabajo:                      Dirección:                      Numero de Teléfono:</p>	
<p>16. Por favor firme abajo. Puede adjuntar cualquier material escrito o cualquier otra información que considere relevante para su queja. No podemos aceptar su queja a menos que se haya firmado.</p>	
<p>Firma:</p>	<p>Fecha:</p>

## Title VI Complaint Log

[illegible]

## **TITLE VI COMPLAINTS**

RFATS is not aware of any active lawsuits or complaints alleging discrimination on the basis of race, color, or national origin.

## **TITLE VI PUBLIC NOTICE OF COMPLIANCE**

RFATS' notice and commitment to comply with Title VI of the Civil Rights Act of 1964 is reflected in the guidance and policy statement provided in the Public Participation Plan (June 2016), where the MPO states that in "complying with Federal law, the Rock Hill-Fort Mill Area Transportation Study (RFATS) will proactively reach out to those who either cannot or are unlikely to attend traditional meetings due to a lack of transportation or for other reasons such as a disability or language barrier."

### **RFATS' Title VI Public Notice**

*The Rock Hill-Fort Mill Area Transportation Study is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI of the Civil Rights Act of 1964. If you believe you have been subjected to discrimination under Title VI, you may file a written complaint with:*

*RFATS  
Attn: Title VI Coordinator, PO Box 11706  
Rock Hill, SC 29730  
(803) 326-2460  
cherrmann@rfatsmpo.org*

## **RFATS AREA TRANSIT PROGRAM**

Although RFATS does not currently operate a traditional fixed route service, two trip specific transit options are available:

### **82x Express Bus Route**

Operated by the Charlotte Area Transit System, the 82x provides service from Downtown Rock Hill to the Charlotte Transportation Center. It is available Monday through Friday during the morning and afternoon peak periods and is a critical service option for assisting residents in accessing employment opportunities in the greater Charlotte Area.

### **York County Access**

The Demand Response Program (known as York County Access) operates Monday through Friday from 6:00 AM to 6:00 PM. This service operates within the City of Rock Hill and provides service trips originating in the rural portions of York County.

### **Lancaster Area Ride Service (LARS)**

Lancaster County also operates a demand response transit service that covers the rural areas of Lancaster County. The service runs Monday through Friday from 9:00 AM to 3:00 PM and provides service within Lancaster County, to and from Rock Hill, to and from Charlotte, and to and from Columbia.