



# GSATS

The Grand Strand Area Transportation Study



## DRAFT TITLE VI – ENVIRONMENTAL JUSTICE PLAN, 2016

This Title VI-Environmental Plan was prepared for the WRCOG Board of Directors and the GSATS Policy Committee and its member governments. It was developed in cooperation with the North Carolina Department of Transportation and South Carolina Department of Transportation and financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Title VI of the 1964 Civil Rights Act. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

[www.gsats.org](http://www.gsats.org)

**RESOLUTION**  
of the  
**WACCAMAW REGIONAL COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS**  
**RESOLUTION 2016-06**

**SUMMARY:**

This Resolution approves the *WRCOG-GSATS' Title VI-Environmental Justice Plan, 2016*. Upon approval, this document will be sent to the Federal Transit Administration Region IV, Federal Highway Administration, North Carolina Department of Transportation, and South Carolina Department of Transportation in accordance with Civil Rights requirements for a new grantee.

**PREAMBLE:**

**WHEREAS**, the Waccamaw Regional Council of Governments' Board of Directors is the Transportation Planning Organization for the rural areas in Georgetown and Horry counties and all of Williamsburg county;

**WHEREAS**, FTA Circular 4702.1B requires that each designated recipient develop a Title VI-Environmental Justice Plan to ensure that all recipients receiving financial assistance from the Federal Transit Administration not be discriminated against, be excluded from participation in, or be denied the benefits of federal financial assistance, on grounds of race, color, or national origin for federal financial assistance;

**WHEREAS**, the *WRCOG-GSATS' Title VI-Environmental Justice Plan* was developed in 2016; and

**WHEREAS**, it is necessary and beneficial to update the Title VI-Environmental Justice Plan to incorporate current data that reflects the rural planning areas of Georgetown, Horry, and Williamsburg counties to ensure compliance with the latest transportation legislation (FAST Act) and FTA Circular 4702.1B guidance;

**NOW, THEREFORE**, be it resolved by the Waccamaw Regional Council of Governments' Board of Directors that the *WRCOG-GSATS' Title VI-Environmental Justice Plan, 2016*, and its supporting policies and procedures, are hereby approved.

This resolution was approved by the Waccamaw Regional Council of Governments' Board of Directors on September 12, 2016.



Randal Wallace, Chair  
WRCOG BOD

9-12-16  
Date



Ms. Sarah P. Smith, Executive Director  
WRCOG

9-12-16  
Date



The Grand Strand Area Transportation Study



**RESOLUTION  
of the  
GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE**

**Resolution No. 2016-1**

**SUMMARY:**

By approving this Resolution the Policy Committee adopts the GSATS Title VI-Environmental Justice Plan, 2016. Upon approval, this document will be sent to the Federal Transit Administration Region IV, Federal Highway Administration, North Carolina Department of Transportation, and South Carolina Department of Transportation in accordance with Civil Rights requirements.

**PREAMBLE:**

**WHEREAS**, the Policy Committee of the Grand Strand Area Transportation Study is the Metropolitan Planning Organization (MPO) for the Myrtle Beach-Socastee SC/NC Urbanized Area;

**WHEREAS**, FTA Circular 4702.1B requires that each designated recipient develop a Title VI-Environmental Justice Plan to ensure that all recipients receiving financial assistance from the Federal Transit Administration not be discriminated against, be excluded from participation in, or be denied the benefits of federal financial assistance, on grounds of race, color, or nation origin for federal financial assistance;

**WHEREAS**, the *GSATS' Title VI-Environmental Justice Plan* was developed in 2016; and

**WHEREAS**, it is necessary and beneficial to update the Title VI-Environmental Justice Plan to incorporate current data that reflects the Myrtle Beach-Socastee SC/NC Urbanized Area and to ensure compliance with the latest transportation legislation (FAST Act) and FTA Circular 4702.1B guidance;

**NOW, THEREFORE, BE IT RESOLVED BY THE GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE: THAT THE TITLE VI ENVIRONMENTAL JUSTICE PLAN 2016, AND ITS SUPPORTING POLICIES AND PROCEDURES ARE HEREBY APPROVED.**

**THIS RESOLUTION WAS APPROVED BY THE GRAND STRAND AREA TRANSPORTATION STUDY POLICY COMMITTEE ON SEPTEMBER 23, 2016.**

  
\_\_\_\_\_  
Rep. Stephen Goldfinch, Chairman

23 Sep 2016  
Date

Attested By:   
\_\_\_\_\_  
Mark H. Hoeweler, GSATS MPO Director

9/23/16  
Date

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# WACCAMAW REGIONAL COUNCIL OF GOVERNMENTS (WRCOG)

## GRAND STRAND AREA TRANSPORTATION STUDY (GSATS)

### TITLE VI PROGRAM MANUAL

*“It has been The Federal Highway Administration's (FHWA's) and the Federal Transit Administration's (FTA's) longstanding policy to actively ensure nondiscrimination under Title VI of the 1964 Civil Rights Act in Federally funded activities. Under Title VI and related statutes, each Federal agency is required to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin. The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all program and activities of Federal-aid recipients, subrecipients and contractors whether those programs and activities are federally funded or not.”* (United States Department of Transportation)

### WRCOG Introduction

The Waccamaw Regional Council of Governments (WRCOG) serves as the Rural Planning Organization (RPO) for Georgetown, Horry and Williamsburg counties. WRCOG is a public agency created by the South Carolina General Assembly and serves counties of Horry, Georgetown, and Williamsburg, and the cities of Andrews, Atlantic Beach, Aynor, Briarcliffe Acres, Conway, Georgetown, Greeleyville, Hemingway, Kingstree, Lane, Loris, Myrtle Beach, North Myrtle Beach, Pawleys Island, Stuckey, and Surfside Beach. The agency was organized in 1969 and has been providing planning, management and technical assistance to its member governments and local transit service providers since its inception. WRCOG receives federal assistance through South Carolina Department of Transportation (SCDOT) to support rural transportation planning process in the organization’s service areas.

### Members

WRCOG serves portions of two counties and one entire county as well as nine municipalities in the rural transportation planning area. WRCOG serves the following counties:

- Georgetown, SC
- Horry, SC
- Williamsburg, SC

Portions of Georgetown and Horry county fall within the urbanized area therefore eliminating those areas from the rural transportation planning process.

## **Board and Committees**

WRCOG is governed by the Board of Directors which made up of former and current elective officials as well as appointed members representing area constituencies. The rural transportation planning is overseen by the Rural Technical Committee (RTC). The RTC provides technical support and makes recommendation to the Board of Directors. Committee membership was determined by the approved committee's bylaws. The committee's responsibilities are:

- Rural Technical Committee (RTC)  
The RTC provide technical expertise in the development of transportation plans and programs for the rural area.
- Board of Directors (BOD)  
The Board of Directors receives, reviews, and takes action (approves, denies, or sends back for reconsideration) on all issues and items brought to it by the WRCOG's planning staff and the Rural Technical Committee. Review and approval responsibilities include the adoption of WRCOG's TIP, LRTP and UPWP.

## **GSATS Introduction**

The Grand Strand Area Transportation Study (GSATS) Metropolitan Planning Organization (MPO) serves as the federally designated recipient for Section 5307, 5310 and 5339 funds and is responsible for ensuring that transportation programs utilizing federal funds in the Myrtle Beach-Socastee UZA based on a continuing, comprehensive, and coordinated planning process. GSATS seeks to build a stronger regional community through cooperation, leadership and planning. Through GSATS leadership, area jurisdictions and diverse community interests sit down together to address the region's problems and identify the opportunities for cooperative solutions. These efforts, in turn, enhance the effectiveness of local government.

GSATS plays an active leadership role in strengthening the metropolitan community by providing:

- A forum for addressing regional objectives and diverse community issues;
- Long-range planning and public policy coordination; and
- Technical assistance and services to enhance the effectiveness of local government.

## Members

GSATS serves portions of three counties and fourteen municipalities in the Metropolitan planning area. GSATS boundary includes portions of the following counties:

- Georgetown, SC
- Horry, SC
- Brunswick, NC

GSATS Policy Committee consists of twenty four voting members, twenty locally elected officials and four appointed members.

The appointed members represent the following:

- Waccamaw Regional Transportation Authority (Coast RTA)
- South Carolina Department of Transportation (SCDOT)
- South Carolina DOT Commission
- North Carolina DOT Board of Transportation

Benefits of working with the MPO include a voice in key regional decisions, distribution of federal transportation dollars, technical assistance to obtain federal and state funding, education and training opportunities, data to meet special planning needs, access to Geographic Information Systems (GIS) databases, access to data products, and technical expertise.

## Board and Committees

GSATS is governed by the Policy Committee which consists of locally elected and appointed members representing seventeen units of government. Transportation planning at GSATS is overseen by the Study Team (SC) and the Technical Coordinating Committee (NC). The Technical Coordinating Committee (TCC) provides technical support and makes recommendations to the Transportation Advisory Committee (TAC). The TAC has four appointed members on the Policy Committee. The three committees, Study Team (SC), Technical Coordinating Committee (NC), and Transportation Advisory Committee (NC), all provide technical support and recommendations to the Policy Committee. Committee membership is determined by the Memorandum of Understanding and the bylaws of the committees. The committees' responsibilities are:

- *Study Team*

The Study Team serves as a technical committee and makes recommendations to the Policy Committee on all items that come before them.

- *Technical Coordinating Committee (TCC)*  
The TCC reviews, evaluates, and recommends action on all items that come before the TAC for a decision within the North Carolina portion of the GSATS' Study Area. Recommendations from the TCC are forwarded to the TAC for action or for recommendation to the Policy Committee.
  
- *Technical Advisory Committee (TAC)*  
The TAC serves as the principle review and recommending body to the Policy Committee on projects and issues affecting the North Carolina portion of the study area. For certain activities where issues are particular to North Carolina and/or NCDOT requirements, such as adoption of the Comprehensive Transportation Plan, the TAC exercises final review and approval authority for the MPO.
  
- *Policy Committee*  
The Policy Committee receives, reviews, and takes action (approves, denies, or sends back for reconsideration) on all issues and items brought to it by the MPO planning staff, the Study Team, or the TAC. Review and approval responsibilities include the adoption of the MPO's TIP, LRTP and UPWP.

## **Organization**

The WRCOG/GSATS Transportation Planner serves as the Title IV Coordinator and is responsible for ensuring implementation of the agency's Title VI program. This Transportation Planner is responsible for coordinating the overall administration of the Title VI program, plan, and assurances (**See Appendix I**).

Five areas of the work program have been identified as applicable to Title VI regulations -they are referred to as the five Title VI Program Areas:

1. Communications and public participation;
2. Planning and programming;
3. Environmental Affairs;
4. Consultant contracts; and
5. Education and training.

The agency's Title VI-related responsibilities fall into two main categories – “general responsibilities,” applicable to all five Title VI Program Areas, and “Program Area Responsibilities” that are specific to each Title VI Program Area. It is important to note that the first three Title VI Program Areas noted above are extremely interrelated – they have been treated separately for purposes of clarity and correspond to agency organization. For example, the Communications and Public Participation program area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to planning,

programming, and environmental affairs. WRCOG/GSATS Title VI Coordinator is generally responsible for overseeing Title VI compliance in each of the program areas. Other staff members are expected to provide information and support to assist this staff member in performing his or her tasks.

## General Responsibilities

The following are general responsibilities, applicable to all five Title VI Program Areas. The Transportation Planner, with involvement and assistance from other members of staff, 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 are 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. Annual Report and Update.** An Annual Report and Update is to be submitted by the end of September each year to SCDOT, NCDOT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The Title VI Coordinator is responsible for gathering information from appropriate staff members and consolidating this information into the final document. The final document is to include:

- a. A report on the previous year’s Title VI-related activities and efforts, including accomplishments and program changes.
- b. An update on Title VI-related goals and objectives for the upcoming year.

**3. Annual Review of Title VI Program.** Each year, in preparing for the Annual Report and Update, the Title VI Coordinator will review the agency’s Title VI program to ensure compliance. 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.

**4. Dissemination of Information Related to the Title VI Program.** Information on the agency’s 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 when needed.

**5. Resolution of Complaints.** Any individual may exercise his or her right to file a complaint with WRCOG/GSATS, 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, or national origin. WRCOG/GSATS will make a concerted effort to resolve complaints as put forth in its Title VI Complaint Procedure, found in **Appendix II** and the Title VI Complaint Form found in **Appendix III**.

## Responsibilities of the Title VI Coordinator

The Title VI Coordinator is responsible for supervising staff activities pertaining to Title VI regulations and procedures set forth in federal guidance and according to WRCOG/GSATS Title VI Plan.

In support of this, the Title VI Coordinator will:

- Identify, investigate, and work to eliminate discrimination when found to exist.
- Process Title VI complaints received by WRCOG/GSATS, as described in **Appendix II**.
- Meet with appropriate staff members to monitor and discuss progress, implementation, and compliance issues related to WRCOG/GSATS Title VI program.
- Periodically 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 involved with consultant contracts and the recipient to resolve the deficiency status and write a remedial action if necessary, as described in the consultant contracts section of this plan.
- Review important Title VI-related issues with the WRCOG Executive Director and the MPO Director, as needed.
- Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

## Responsibilities of Other Staff Members

Other staff members, in coordination with the Title VI Coordinator, will at times be asked to accept or share responsibility for day-to-day 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, as described in the "Program Area Responsibilities" section of this document. In addition, some staff members may be asked to accept responsibility for drafting text for an assigned section of the Annual Title VI Report and Update, and maintaining the data and documentation necessary for that report. These responsibilities may include reviewing guidelines and procedures for the assigned Title VI Program Area, and incorporating Title VI-related language and provisions into agency documents, as appropriate.

## Program Area Responsibility

### Program Area 1: Communications and Public Participation

Note: The Communications and Public Participation Program Area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to the

Planning, Programming, and Environmental Affairs Program Areas. It has been treated as a separate program area for purposes of clarity and corresponds to the agency organization. Please review the agency's adopted Public Participation Plan in its entirety at [www.gsats.org](http://www.gsats.org).

As stated in both the agency's Public Participation Plan, "The vision for the public participation plan is that the public will be provided thorough information on transportation planning services and project development in a convenient and timely manner." This Public Participation Plan provides the outline of procedures for ensuring open and effective communication with citizens in both the rural and Myrtle Beach-Socastee SC/NC region.

### **Principles of Public Participation Plans**

- 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 document.
- Shall keep the public informed of on-going transportation related activities on a continuous basis.
- Shall encourage the participation of all citizens in the transportation planning process.
- Shall strive to continuously improve public participation.
- Shall participate in public participation activities for individual transportation improvement projects from the planning phase through construction.

### **Public Participation Plan Techniques**

- Charrettes: Charrettes are typically intense, possibly multi-day meetings involving municipal officials, planning officials and local residents. A charrette is instrumental in identifying key issues early, promotes joint ownership of the solution and attempts to diffuse traditional confrontation between stakeholders.
- Consultation: As part of FAST Act regulations encouraging more cooperative planning, the agency will consult, as appropriate, with agencies and officials responsible for other planning activities that are affected by transportation within both study areas. To coordinate the planning function to the maximum extent practicable, such consultation will entail comparing LRTPs 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, Indian Tribal, and private agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources consideration, and historic preservation.

WRCOG/GSATS maintains an open consultation policy, whereby any private citizen or entity responsible for transportation in the study areas may contact the agency and be included in the consultation process.

- Display Ads: These ads are used to promote meetings that are not regularly scheduled, such as corridor study workshops. They are published in the local section of the newspaper in order to reach a larger audience than those that typically read legal ads.
- Direct Mailings: Direct Mailings are used to announce upcoming meetings or activities or to provide information to a targeted area, group of people, or the media. Direct mailings are usually letters, but can be post cards or fliers. An area may be targeted for a direct mailing because of potential impacts from a project. Groups are targeted that may have an interest in a specific issue, for example avid cyclists and pedestrians may be targeted for pathways and trail projects.
- Email Announcements/Internet Message Boards: Meeting announcements and agency information are e-mailed to interested persons that have submitted their e-mail addresses to the transportation planning staff. Interactive message boards can be used to facilitate discussion and solicit public comment regarding specific projects or issues.
- Legal Advertisements: The agency provides advanced notice of any public meeting where a decision could be made that would result in a significant change to an existing plan or program. Ads are published to solicit public comment and review of the requested change or plan update. The ads provide a description of the meeting agenda, including contact information.

**See separate Public Participation Plan document in its entirety.**

### **Opportunities for Public Comments**

WRCOG/GSATS routinely offers different ways for people to comment on activities, programs, and decisions made by the agency. These ways are:

- Comments are accepted at any time: Comments are accepted via an online comment form, by phone, fax, email, US mail, and in person at any board or committee meeting. Contact information for all staff is provided on the agency website, and contact information is included in all publications produced for WRCOG and GSATS. The agencies make every effort to respond to all comments received.

- *Citizen comments are requested at meetings:* All of WRCOG Board of Directors and GSATS Policy Committee meetings are open to the public. Meeting dates are posted well in advance on the agency’s website. Public comments and responses made during these meetings are kept on record in the official meeting minutes. The staff maintains mailing lists, to which anyone can request to be added.
- *Formal public comment periods for major activities:* Formal public comment and review periods are used to solicit comments on major planning and programming activities, for example, the proposed distribution of funds, major amendments to the Transportation Improvement Program (TIP), changes to policies (such as the Public Participation Plan), and updates to Long-Range Transportation Plan (LRTP). The comment period is noted in the legal public notice, as well as other agency publications, on the website, and in various press releases. Comments can be made in person, using a comment form on the agency’s website, by email, by US mail, fax, or telephone. WRCOG/GSATS will make every effort to respond to any comments received, and will forward comments to other agencies when appropriate. Received comments and staff responses will be reviewed at the next applicable committee meeting(s), at which time the committee(s) will determine whether it is appropriate to proceed with the recommended action.

### **Strategies for Engaging Title VI Protected Groups**

We realize that there are large segments of the population from whom input is rarely if ever received. In an effort to hear a truly representative voice of the public, WRCOG/GSATS will take the approach of “going to the public,” in addition to receiving public comment from and educating those already interested and involved. As part of this effort, WRCOG/GSATS will take the following steps on its major efforts involved with the LRTP:

- *Plan meeting locations carefully:* Public meetings should be held in locations that are accessible by public transit. Also, facilities should be compliant with the Americans with Disabilities Act. If a targeted population is located in a certain geographic area, then the meeting location should be in that area for their convenience.
- *Seek help from community leaders and organizations:* To facilitate involvement of traditionally underserved populations, community leaders and organizations that represent these groups should be consulted about how to most effectively reach their members. Relationships with these groups should be maintained for future partnerships in the planning process.
- *Provide services for the disabled:* Upon advance notice, deaf interpreters, translators, and Braille documents can be provided for public meetings. Notifications of opportunities for public involvement will include contact information for people needing

these or other special accommodations. Requests must be made at least 72 hours in advance of the meeting for support.

- *Be sensitive to diverse audiences*: At public meetings, staff members should attempt to communicate as effectively as possible. Technical jargon should be avoided and appropriate dress and conduct are important. For some meetings, it may be best to use trained facilitators or language translators to better communicate with the audience.

## **Title VI Responsibilities**

Staff involved in public involvement is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's public involvement process. These staff members 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 other than English, as needed.
- Disseminate information to minority media and ethnic/gender related organizations, to help ensure all social, economic, and ethnic interest groups in the region are 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.
- Collect statistical information on attendees of public meetings to track how well different segments of the population are represented.
- Encourage committee structure to include representation from Title VI relevant populations.

## **Program Area 2: Planning and Programming**

WRCOG and GSATS are responsible for developing long- and short-range transportation plans to provide efficient transportation services to the areas that are served. A comprehensive transportation planning process is used, which entails the monitoring and collection of data pertaining to transportation issues. WRCOG/GSATS coordinates with SCDOT, NCDOT, cities, towns, counties, and area transit agencies; seeks public participation; and provides technical support when needed.

## **Operational Guidelines**

Primary guidance is provided by:

- The Metropolitan Planning Organization (MPO) Regulations 23 CFR 450
- The Fixing America's Surface Transportation Act (FAST Act)
- South Carolina Department of Transportation
- North Carolina Department of Transportation

## **Key Planning and Programming Activities**

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

- Long Range Transportation Plan (LRTP)
- Transportation Improvement Program (TIP)
- Public Participation Plan (PPP)
- Congestion Management Process (CMP)
- Unified Planning Work Program (UPWP)

Note that WRCOG is responsible for the rural transportation planning therefore, the agency does not have to produce a CMP.

## **Considerations of Title VI**

Considerations of Title VI legislation are made throughout both WRCOG and GSATS planning and programming activities, for example:

LRTP: The development of a long range transportation plan ensures that the burdens and benefits of planned transportation activities are equitably distributed across racial and socio-economic groups. The staff reviews the impacts that planned programs and projects would have on low-income and minority residents in such areas as transportation investments, effect of projects on travel times of area residents, and access to transit.

Transportation Improvement Program (TIP): The TIP is a five-year program of transportation capital projects together with a three-year estimate of transit capital and maintenance requirements.

## **Title VI Responsibilities**

Staff members involved in planning and programming are responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the planning and programming processes. These staff members will:

- Ensure that all aspects of the planning and programming process operation comply with Title VI.
- Prepare and update a demographic profile of the region using the most current and appropriate statistical information available on race, income, and other pertinent data. Make the document available to the public and member agencies on both website or in hard copy format, if requested.
- Develop a process for assessing the distributional effects of transportation investments in the region as part of actions on plan and programming documents.
- Continue to ensure that staff makes concerted efforts to involve members of all social, economic, and ethnic groups in the planning process.

## **Program Area 3: Environmental Affairs**

The concept of environmental justice includes the identification and assessment of disproportionately high and adverse effects of programs, policies, or activities on minority and low-income population groups. Within the context of the transportation planning, environmental justice considers the relative distribution of cost and benefits from transportation investments strategies and polices among different segments of society.

### **Operational Guidelines**

- WRCOG/GSATS uses Executive Order 12898 on environmental justice, and federal and state administrative guidelines for implementing environmental justice requirements.

## **Title VI Responsibilities**

Staff members are responsible for evaluating and monitoring environmental justice compliance with Title VI. Staff members will:

- Ensure Title VI environmental justice compliance.
- Analyze and make findings regarding the population affected by the action.
- Analyze and make findings regarding the impacts of planned projects on protected Title VI groups, and determine if there will be a disproportionately high and adverse impact on these groups.

- Disseminate information to the public on the processes used and findings of any analysis, in accordance with all agency public participation procedures. This includes dissemination to groups representing minority media and ethnic/gender related organizations, and the use of public comment periods and public hearings, interpreters, and materials in other languages, as needed.

#### **Program Area 4: Consultant Contracts**

WRCOG and GSATS are responsible for the selection, negotiation, and administration of its consultant contracts. WRCOG and GSATS operate under its internal contract procedures and all relevant federal and state laws.

#### **Operational Guidelines**

- Title 48, CFR 31-Contract Cost Principles and Procedures
- Title 49, CFR 18-Common Grant Rule
- Title 49 – FTA Grant Contracting Requirements
- Title 23, CFR 172 – Administration of Engineering and Design related Service Contracts

#### **Contract Procedures**

WRCOG and GSATS contract procedures are outlined in the “UPWP”. Both agencies verify Title VI compliance by consultants (subrecipients of federal funds) in the contracting process. All agency contracts will ensure that consultants comply with Title VI requirements. In addition, Title VI text is included in all Requests for Proposals (RFP).

#### **Title VI Responsibilities**

- Ensure inclusion of Title VI language in contracts and RFPs.
- Review consultants for Title VI compliance as described below:
  - Ensure that all consultants verify their compliance with Title VI procedures and requirements.
  - If a recipient or subrecipient is found to not be in compliance with Title VI, the Title VI Coordinator and relevant staff will work with the recipient or subrecipient to resolve the deficiency status and will write a remedial action if necessary.

## **Program Area 5: Education and Training**

Minorities, women, veterans, individuals with a disability, and other individuals 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.

### **Employees Encouraged to Participate in Training**

All employees are encouraged to participate in professional development and training. All materials received by the agency on training and education opportunities are made available to all planning and human resources employees, which includes all information on federally funded training, such as courses provided by the National Highway Institute (NHI) and National Transit Institute (NTI).

### **Title VI Responsibilities**

Under the category of education and training, Title VI responsibilities include:

- Assisting in the distribution of information to the staff on training programs regarding Title VI and related statutes.
- Ensure equal access to, and participation in, applicable NHI and NTI courses for qualified employees.
- Track staff participation in Title VI, NHI and NTI courses.
- Establish, maintain, and update Title VI general information pertaining to the administration of the Title VI program, as well as related documents (such as complaint form).

### **Questions**

The Title VI public notice will be disseminated to various town halls, libraries, and government buildings that we serve in the rural and MPO study area. The Title VI public notice will also be posted in the lobby of the WRCOG Main office other locations of the building.

For questions on WRCOG/GSATS Title VI Plan and Procedures, please contact the Title VI Coordinator at 843.546.8502 or by email at [estarks@wrcog.org](mailto:estarks@wrcog.org). For information on GSATS work programs or publications, please see the GSATS website, [www.gsats.org](http://www.gsats.org). For information on WRCOG work program or publications, please see the WRCOG website, [www.wrcog.org](http://www.wrcog.org).

## Limited English Proficiency

### Introduction/Policy Statement

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

### Executive Order 13166

Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies and governments such as the COG and MPO, private and non-profit entities, and sub-recipients.

### Plan Summary

The Grand Strand Area Transportation Study (GSATS) Metropolitan Planning Organization (MPO) and Waccamaw Regional Council of Governments (WRCOG) have developed this Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to COG/MPO programs as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the COG's and MPO's extent of obligation to provide LEP services, the COG and MPO undertook a U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the region to be served or likely to encounter a COG or MPO program, activity, or service; 2) the frequency with which LEP individuals come in contact with a COG or MPO program; 3) the nature and importance of the program, activity or service provided by the COG or MPO to the LEP population; and 4) the resources available to the COG and MPO and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

### Four Factor Analyses

#### 1. The number or proportion of LEP persons eligible to be served or likely to encounter an MPO program, activity, or service.

In 2010 the census did not include any Limited English Proficiency data. Therefore the MPO examined 2013 Language Spoken at Home American Community Survey (ACS) 5-year estimates and determined that approximately 9.5% of the populations speaks a language other than English. Approximately 5% of the population speaks English less than "very well". (See Table Below)

Subject	Myrtle Beach--Socastee, SC--NC Urbanized Area					
	Total		Percent of specified language speakers			
			Speak English "very well"		Speak English less than "very well"	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
<b>Population 5 years and over</b>	202,645	+/-2,184	95.00%	+/-0.5	5.00%	+/-0.5
<b>Speak only English</b>	90.50%	+/-0.6	(X)	(X)	(X)	(X)
<b>Speak a language other than English</b>	9.50%	+/-0.6	47.60%	+/-4.0	52.40%	+/-4.0
<b>Spanish or Spanish Creole</b>	5.70%	+/-0.6	40.40%	+/-4.6	59.60%	+/-4.6
<b>Other Indo-European languages</b>	2.30%	+/-0.3	61.60%	+/-8.5	38.40%	+/-8.5
<b>Asian and Pacific Island languages</b>	1.10%	+/-0.2	51.30%	+/-9.0	48.70%	+/-9.0
<b>Other languages</b>	0.30%	+/-0.2	59.40%	+/-27.9	40.60%	+/-27.9
<b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b>						
<b>Spanish or Spanish Creole</b>	11,487	+/-1,144	40.40%	+/-4.6	59.60%	+/-4.6
<b>Asian and Pacific Island languages</b>	2,325	+/-355	51.30%	+/-9.0	48.70%	+/-9.0
<b>Other languages</b>	604	+/-304	59.40%	+/-27.9	40.60%	+/-27.9

Subject	WRCOG's Service Area					
	Georgetown County, South Carolina					
	Total		Percent of specified language speakers			
			Speak English "very well"		Speak English less than "very well"	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population 5 years and over	57,104	+/-123	98.2%	+/-0.4	1.8%	+/-0.4
Speak only English	96.3%	+/-0.5	(X)	(X)	(X)	(X)
Speak a language other than English	3.7%	+/-0.5	52.7%	+/-8.5	47.3%	+/-8.5
Spanish or Spanish Creole	2.9%	+/-0.4	50.0%	+/-9.6	50.0%	+/-9.6
Other Indo-European languages	0.5%	+/-0.2	85.6%	+/-12.3	14.4%	+/-12.3
Asian and Pacific Island languages	0.3%	+/-0.2	23.6%	+/-23.8	76.4%	+/-23.8
Other languages	0.0%	+/-0.1	-	**	-	**

Subject	WRCOG Service Area					
	Horry County, South Carolina					
	Total		Percent of specified language speakers			
			Speak English "very well"		Speak English less than "very well"	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population 5 years and over	261,317	+/-73	96.0%	+/-0.4	4.0%	+/-0.4
Speak only English	91.7%	+/-0.5	(X)	(X)	(X)	(X)
Speak a language other than English	8.3%	+/-0.5	51.2%	+/-3.3	48.8%	+/-3.3
Spanish or Spanish Creole	5.1%	+/-0.4	46.6%	+/-4.2	53.4%	+/-4.2
Other Indo-European languages	1.9%	+/-0.3	62.4%	+/-9.0	37.6%	+/-9.0
Asian and Pacific Island languages	1.0%	+/-0.2	50.8%	+/-10.6	49.2%	+/-10.6
Other languages	0.3%	+/-0.1	62.1%	+/-19.9	37.9%	+/-19.9

Subject	WRCOG's Service Area					
	Williamsburg County, South Carolina					
	Total		Percent of specified language speakers			
			Speak English "very well"		Speak English less than "very well"	
Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	
Population 5 years and over	31,985	+/-29	98.8%	+/-0.4	1.2%	+/-0.4
Speak only English	97.4%	+/-0.7	(X)	(X)	(X)	(X)
Speak a language other than English	2.6%	+/-0.7	53.1%	+/-8.7	46.9%	+/-8.7
Spanish or Spanish Creole	2.0%	+/-0.6	45.3%	+/-9.4	54.7%	+/-9.4
Other Indo-European languages	0.3%	+/-0.2	83.0%	+/-19.7	17.0%	+/-19.7
Asian and Pacific Island languages	0.3%	+/-0.3	77.0%	+/-39.6	23.0%	+/-39.6
Other languages	0.0%	+/-0.1	-	**	-	**

**2. The frequency with which LEP individuals come in contact with a COG or MPO program, activity, or service.**

The COG and 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 attendees. From January 1 to December 31, 2015, the COG and MPO recorded no requests for Spanish or other language speaking interpreters and no requests for translated COG and MPO documents.

**3. The nature and importance of the program, activity, or service provided by the COG and MPO to LEP Community.**

In the urbanized and rural areas, Spanish is the second most common spoken language. The MPO as well as the COG will make efforts to contact local Hispanic Outreach Organizations to identify the transportation concerns of the Hispanic community. The MPO and COG are aware that many in this community do not drive and must rely on public transit, walking, or biking. To help accommodate, the Hispanic population and other foreign languages, the staff uses the two agencies websites to assist with any translations.

**4. The resources available to the MPO and overall costs.**

The COG and MPO assessed its available resources that could be used for providing LEP assistance. This included identifying what staff and volunteer language interpreters are readily available, how much a professional interpreter and translation service would cost, which documents should be translated, taking an inventory of available organizations that the COG and MPO could partner with for outreach and translation

efforts, examining which financial and in-kind sources could be used to provide assistance, and what level of staff training is needed. After analyzing the four factors, the COG and MPO developed the plan outlined in the following section for assisting persons of limited English proficiency.

### **How to Identify an LEP Person who Needs Language Assistance?**

Below are tools to help identify persons who may need language assistance:

- Both the COG and MPO will examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- When COG and MPO each sponsored public meetings, workshops or conferences are held, the agency will set up a sign-in sheet table and have a staff member greet and briefly speak to each attendee. To informally measure the attendee's ability to speak and understand English. The staff will ask a question that requires a full sentence reply;
- Each agency will have the Census Bureau's "I Speak Cards" at the meeting, workshop or conference sign-in sheet table. While staff may not be able to provide translation assistance at this meeting, the cards are an excellent tool to identify language needs for future meetings. Both agencies will also have the cards available at the office reception area; and
- There will also be posting notices of available language assistance at meeting locations.

## Language Assistance Measures

When an interpreter is needed, in person or on the telephone, the MPO will determine what language is required. If staff is not available, persons can check the Grand Strand Area Transportation Study (GSATS) website at: [www.GSATS.org](http://www.GSATS.org), to see what languages are offered. If the required language is not available or if a formal interpretation is required, staff shall use a translation service. Staff may be able to assist with written communications and small MPO document translation requests from LEP persons. If not, a translation service shall be used for a fee. MPO documents can be made available in another language, such as Spanish, upon request.

## MPO Staff Training

All MPO staff will be provided with the LEP Plan and will be educated on procedures and services available. This information will also be part of the MPO staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI LEP responsibilities;
- What language assistance services the MPO offers;
- Use of LEP “I Speak Cards”;
- How to access a staff interpreter;
- How to use a translation service;
- Documentation of language assistance requests;
- How to handle a complaint; and
- The importance of educating sub-recipients on the MPO’s LEP program responsibilities and their obligation to provide language assistance.

## Providing Notice of Available Language Service to LEP Persons

- The MPO will post signs that language assistance is available in public areas such as the reception area, that include:
- Outreach Techniques:
  - If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements, and agendas may be printed in an alternative language, such as Spanish.
  - Spanish speaking staff or a hired interpreter will be on hand at public meetings intended for gathering public input upon request.
  - The MPO will also include this statement when running a general public meeting notice:

“Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the Title VI Coordinator at least 7 working days before the meeting date.”

## **Monitoring and Updating the LEP Plan**

This plan is designed to be flexible and is one that can be easily updated. At a minimum, the MPO will follow the Title VI Program update schedule for the LEP Plan. The next required Title VI Program update must be forwarded to FTA.

Each update should examine all plan components such as:

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

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

The MPO will post the LEP Plan on its website at [www.GSATS.org](http://www.GSATS.org) . Any person, including social service, non-profit, and law enforcement agencies and other community partners with internet access will be able to access the plan. For those without personal internet service, all county libraries offer free internet access. Copies of the LEP Plan will be provided to the South Carolina and North Carolina Departments of Transportation, Federal Highway Administration, the Federal Transit Administration, and any person or agency requesting a copy. Each MPO sub-recipient will be provided a copy and will be educated on the importance of providing language assistance. LEP persons may obtain copies/translations of the plan upon request.

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## Title VI Policy Statement

It is the policy of the Waccamaw Regional Council of Governments (WRCOG)/Grand Strand Area Transportation Study (GSATS) 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 Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). WRCOG/GSATS 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 WRCOG/GSATS, other recipients, sub-recipients, contractors, subcontractors, transferees, and other participants in Federal financial assistance comply with all requirements imposed by or pursuant to, civil rights acts and Department of Transportation regulations. WRCOG/GSATS is responsible for initiating and monitoring Title VI activities, preparing required reports and other WRCOG/GSATS responsibilities as required by 23 Code of Federal Regulations (CFR) Part 200 and 49 Code of Federal Regulation Part 21.

Those requiring information in alternative formats or in a language subject to the WRCOG/GSATS Limited English Proficiency (LEP) Plan, should contact the Title VI Liaison.

Waccamaw Regional Council of Governments  
Grand Strand Area Transportation Study  
*(Name of Recipient)*

by \_\_\_\_\_  
*(Signature of Authorized Official)*

Dated \_\_\_\_\_

## APPENDIX I

### Standard U.S. DOT Title VI Assurances

The Waccamaw Regional Council of Governments (WRCOG)/Grand Strand Area Transportation Study (GSATS) (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 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 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 Waccamaw Regional Council of Governments and Grand Strand Area Transportation Study, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 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 or 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.

Waccamaw Regional Council of Governments  
Grand Strand Area Transportation Study  
*(Name of Recipient)*

by \_\_\_\_\_  
*(Signature of Authorized Official)*

Dated \_\_\_\_\_

## Subpart A

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

- (1) Compliance with Regulations:** The contractor (Hereinafter includes consultants) will comply with the Acts and the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- (2) Non-discrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21. This includes FHWA or FTA specific program requirement.
- (3) Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin. This includes FHWA or FTA specific program requirements.
- (4) Information and Reports:** The contractor will provide all information and 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 Waccamaw Regional Council of Governments/Grand Strand Area Transportation Study (GSATS), 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 WRCOG/GSATS, FHWA or the FTA, as appropriate, and will set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the Non-discrimination provisions of this contract, the WRCOG/GSATS will impose such contract sanctions as it or the FHWA, or 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 WRCOG/GSATS, FHWA, or the 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 WRCOG/GSATS to enter into any litigation to protect the interests of the WRCOG/GSATS. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## **Subpart 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 Waccamaw Regional Council of Governments (WRCOG)/Grand Strand Area Transportation Study (GSATS) will accept Title to the lands and maintain the project constructed thereon, in accordance with the appropriate legislative authority, the Regulations for the Administration of its programs and activities, and the policies and procedures prescribed by the FEDERAL HIGHWAY ADMINISTRATION or the FEDERAL TRANSIT ADMINISTRATION of the U.S. Department of Transportation in accordance with and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in federally assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. §2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the SCDOT all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

#### **(HABENDUM CLAUSE)**

TO HAVE AND TO HOLD said lands and interests therein unto WRCOG/GSATS 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 WRCOG/GSATS, its successors and assigns.

The WRCOG/GSATS, 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 WRCOG/GSATS 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.

## SUBPART C

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

The following clauses will be included in all deeds, licenses, leases, permits, or similar instruments entered into by the WRCOG/GSATS 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, WRCOG/GSATS 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, WRCOG/GSATS 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 WRCOG/GSATS 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.

## SUBPART 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 WRCOG/GSATS 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, WRCOG/GSATS 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, WRCOG/GSATS 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 WRCOG/GSATS 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.

## SUBPART E

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

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

- Title VI of the 1964 Civil Rights Act (42 U.S.C. 2§000 *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601) Prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- The Federal-aid Highway Act of 1973, (23 U.S.C. §324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended (42 U.S.C. §6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (42 U.S.C. §47123), as amended, (prohibits discrimination on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (P.L. 100-209), (Broadened, the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 CFR Parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. §47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendment of 1972, as amended, which prohibits discrimination on the basis of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

## APPENDIX II

### Title VI Complaint Procedures

The following pertains only to Title VI complaints regarding the federally funded programs of the Waccamaw Regional Council of Governments (WRCOG) and Grand Strand Area Transportation Study MPO (GSATS). For Title VI complaints against other agencies, or if you believe you have suffered housing or employment discrimination, please contact the appropriate agency.

Title VI, 42 U.S.C. §2000d et seq., was enacted as part of the Civil Rights Act of 1964. At the heart of the regulation is the statement that:

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

The WRCOG and GSATS have in place a Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with the federal guidelines. If you believe that WRCOG and GSATS federally funded programs have discriminated against your civil rights on the basis of race, color, or national origin you may file a written complaint by following the procedure outlined below:

#### TITLE VI COMPLAINT PROCEDURE

1. Submission of Complaint. Any person who feels that he or she, individually or as a member of any class of persons, on the basis of race, color, or national origin has been excluded from or denied the benefits of, or subjected to discrimination caused by the agency may file a written complaint with the Title VI Coordinator. A sample complaint form may be downloaded or is available in hard copy from WRCOG or GSATS. Such complaints must be filed within 180 calendar days after the date the discrimination occurred. Note: Upon request, assistance in the preparation of any necessary written material will be provided to a person or persons who are unable to read or write. Complaints should be mailed to:

Waccamaw Regional Council of Governments  
Transportation Planner  
1230 Highmarket St.  
Georgetown, SC 29440

2. Referral to Review Officer. Upon receipt of the complaint, the Title VI Coordinator shall appoint one or more staff review officers, as appropriate, to evaluate and investigate the complaint, in consultation with an approved attorney. The Complainant shall meet with the staff review officer(s) to further explain his or her complaint. The staff review officer(s) shall complete their review no later than 45 calendar days after the date we received the complaint. If more time is required, the Title VI Coordinator shall notify the Complainant of the estimated timeframe for completing the review. Upon completion of the review, the staff review officer(s) shall make a recommendation regarding the merit of the complaint and whether remedial actions are available to provide redress. Additionally, the staff review officer(s) may recommend improvements to the processes relative to Title VI, as appropriate. The staff review officer(s) shall forward their recommendations to the Title VI Coordinator for concurrence. If the Title VI Coordinator concurs, he or she shall issue the written response to the Complainant. Note: Upon receipt of a complaint, the agency shall forward a copy of this complaint and the resulting written response to the appropriate FHWA, NCDOT, SCDOT, and FTA-Region 4 contacts.
  
3. Request for Reconsideration. If the Complainant disagrees with the Title VI Coordinator's response, he or she may request reconsideration by submitting the request, in writing, to the Title VI Coordinator within 10 calendar days after receipt of the Title VI Coordinator's response. The request for reconsideration shall be sufficiently detailed to contain any items the Complainant feels were not fully understood by the Transportation Planner. The Title VI Coordinator will notify the Complainant of his or her decision either to accept or reject the request for reconsideration within 10 calendar days. In cases where the Transportation Planner agrees to reconsider, the matter shall be returned to the staff review officer(s) to re-evaluate in accordance with Paragraph 2 above.

4. Appeal. If the request for reconsideration is denied, the Complainant may appeal the Title VI Coordinator's response by submitting a written appeal to the agency the complaint was filed either WRCOG Board of Directors or GSATS Policy Committee. The Complainant should submit the appeal no later than 10 calendar days after receipt of the Title VI Coordinator's written decision rejecting reconsideration.
  
5. Submission of Complaint to the South Carolina or North Carolina Departments of Transportation. If the Complainant is dissatisfied with the agency's resolution of the complaint, he or she may also submit a written complaint within 180 days after the alleged date of discrimination to the South Carolina Department of Transportation or the North Carolina Department of Transportation for investigation.

South Carolina Department of Transportation  
Office of Civil Rights  
955 Park Street  
P.O. Box 191  
Columbia, SC 29202

North Carolina Department of Transportation  
Office of Equal Opportunity & Workforces Services  
External Services Section  
1511 Mail Service Center  
Raleigh, NC 27699-1511

## APPENDIX III

### Title VI Complaint Form

The purpose of this form is to assist you in filing a complaint with the Grand Strand Area Transportation Study or Waccamaw Regional Council of Governments. You are not required to use this form; a letter containing the same information will be sufficient. It is important, however, to include all information related, whether or not the form is used.

#### Complaint Form

#### Instruction:

If you would like to submit a Title VI complaint to the GSATS or WRCOG, please fill out the form below and send it to:

Waccamaw Regional Council of Governments,  
Attn: Title VI Coordinator  
1230 Highmarket St.  
Georgetown, SC 29440.

For questions, please contact Title VI Coordinator at (843) 546-8502 or [estarks@wrcog.org](mailto:estarks@wrcog.org). For a copy of the full Title VI Plan, see GSATS website at [www.gsats.org](http://www.gsats.org), or WRCOG website at [www.wrcog.org](http://www.wrcog.org) or call our office at (843) 546-8502. See attached form below.

Title VI Compliant Form		
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:
<b>7. Discrimination because of:</b>		
<input checked="" type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin <input type="checkbox"/> Sex, Age, Disability or Income
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 specifically do you want GSATS or WRCOG to do about your complaint?		
10. What other steps have you taken to try to resolve this complaint? What resulted from your attempts to resolve this complaint?		
11. Please give other details that you feel would be helpful as it relates to the complaint and /or a resolution in this matter?		
12. What remedy are you seeking for the alleged discrimination?		

13. Have you filed this complaint against this agency before? If yes, when and with whom was it filed?	
14. 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 (name(s), date, address phone#). What is the status of each complaint?	
15. Have you filed this complaint with any other federal, state or local agency; or with any federal or state court? Please list below the; name agency, address, and phone#.	
16. Are you represented by an attorney with regard to anything related to this matter? Please list below the name, agency, address, and phone#.	
17. Please list below any person(s) name, job title, address, and phone. We may contact for additional information to support or clarify your complaint (witnesses, fellow employees, supervisors, others):	
18. 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:
Please feel free to add additional sheets to explain the present situation to us. Please mail the completed, signed Discrimination Complain Form to: <b>Waccamaw Regional Council of Governments</b> <b>Transportation Planner</b> 1230 High Market St. Georgetown, SC 29440	

**APPENDIX IV**

**2015 Public Participation Plan**

**SEE SEPARATE PUBLIC PARTICIPATION PLAN  
DOCUMENT**

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## APPENDIX V

### Notice to the Public

The paragraph below will be inserted into all significant publications that are distributed to the public, such as future versions and updates of the Long Range Transportation Plan. The text will be placed on the agency's website. The version below is the preferred text, but where space is limited or in publications where cost is an issue, the abbreviated version can be used in its place.

*The Grand Strand Area Transportation Study and Waccamaw Regional Council of Governments hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Metropolitan Planning Organization (MPO) or Council of Governments (COG) receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with GSATS or WRCOG. Any such complaint must be in writing and filed with the Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discriminatory Complaint Form, please see our website at [www.gsats.org](http://www.gsats.org) or [www.wrcoq.org](http://www.wrcoq.org).*

A shortened version of the above paragraph, such as the example below, may be used in publications where space or cost is an issue:

*GSATS and WRCOG fully comply with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please visit our website at: [www.gsats.org](http://www.gsats.org), [www.wrcoq.org](http://www.wrcoq.org) or call 843.546.8502.*

## APPENDIX VI

### Depicting of Minority Representation on GSATS Committees

#### Background

To facilitate and encourage maximum interaction among local, state and federal governments or agencies and the local community, GSATS has an adopted a committee structure. The Policy Committee, as the official decision making body, establishes the policies for the overall conduct of GSATS, is responsible for the adoption of plans and programs and approves study recommendations.

The Technical Committee (or Study Team), which is established by the Policy Committee, is composed of the professional/technical representatives of the member governments and public agencies having direct or indirect responsibility for transportation planning and/or implementation.

**Membership of Committees, Broken Down by Race**

Body	Caucasian	African American	Latino	Asian American	Other Races
Population	83%	10%	6%	0.5%	0.5%
Technical Coordinating Committee (NC)	93%	7%	0%	0%	0%
Technical Committee (Study Team) (SC)	100%	0%	0%	0%	0%
Transportation Advisory Committee	100%	0%	0%	0%	0%
Policy Committee	92%	8%	0%	0%	0%

## Depicting of Minority Representation on WRCOG Committees

### Background

To facilitate and encourage maximum interaction among local, state and federal governments or agencies and the local community, WRCOG has adopted a committee structure. The Policy Committee (Board of Directors), as the official decision making body, establishes the policies for the overall conduct of WRCOG, is responsible for the adoption of plans and programs and approves study recommendations.

The Rural Technical Committee (RTC), which is established by the Board of Directors, is composed of the professional/technical representatives of the member governments and public agencies having direct or indirect responsibility for transportation planning and/or implementation.

**Membership of Committees, Broken Down by Race**

Body	Caucasian	African American	Latino	Asian American	Other Races
Population	62%	38%	0%	0%	0%
Rural Technical Committee	61%	39%	0%	0%	0%
Board of Directors	63%	37%	0%	0%	0%

## APPENDIX VII

### Socio-Economic Data and Maps for GSATS

A review of the 2010 Census for the Grand Strand Area Transportation Study was conducted to evaluate representation of minority populations and low-income households. (See Table Below)

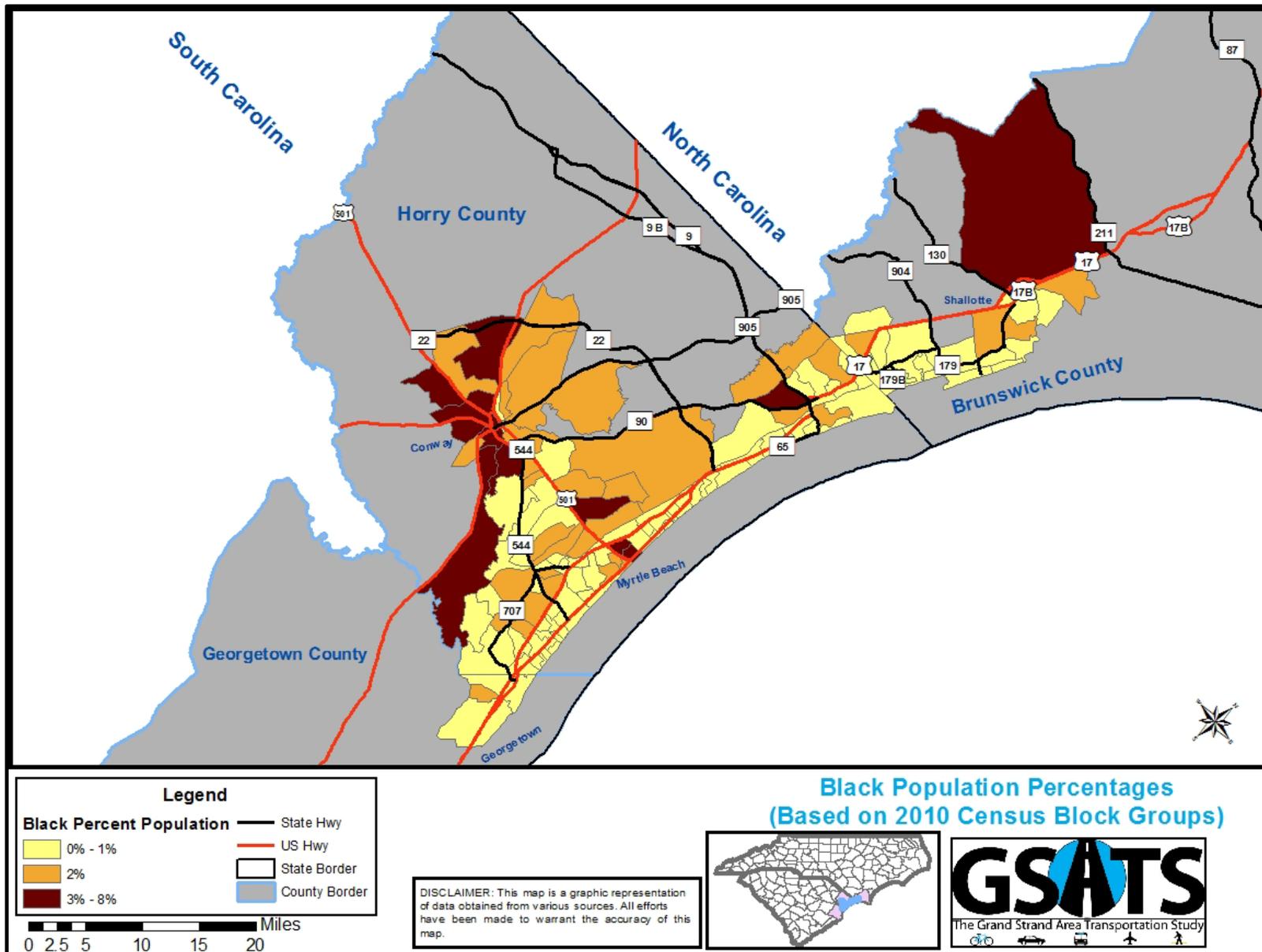
**GSATS UZA Minority & Poverty Population Percentages**

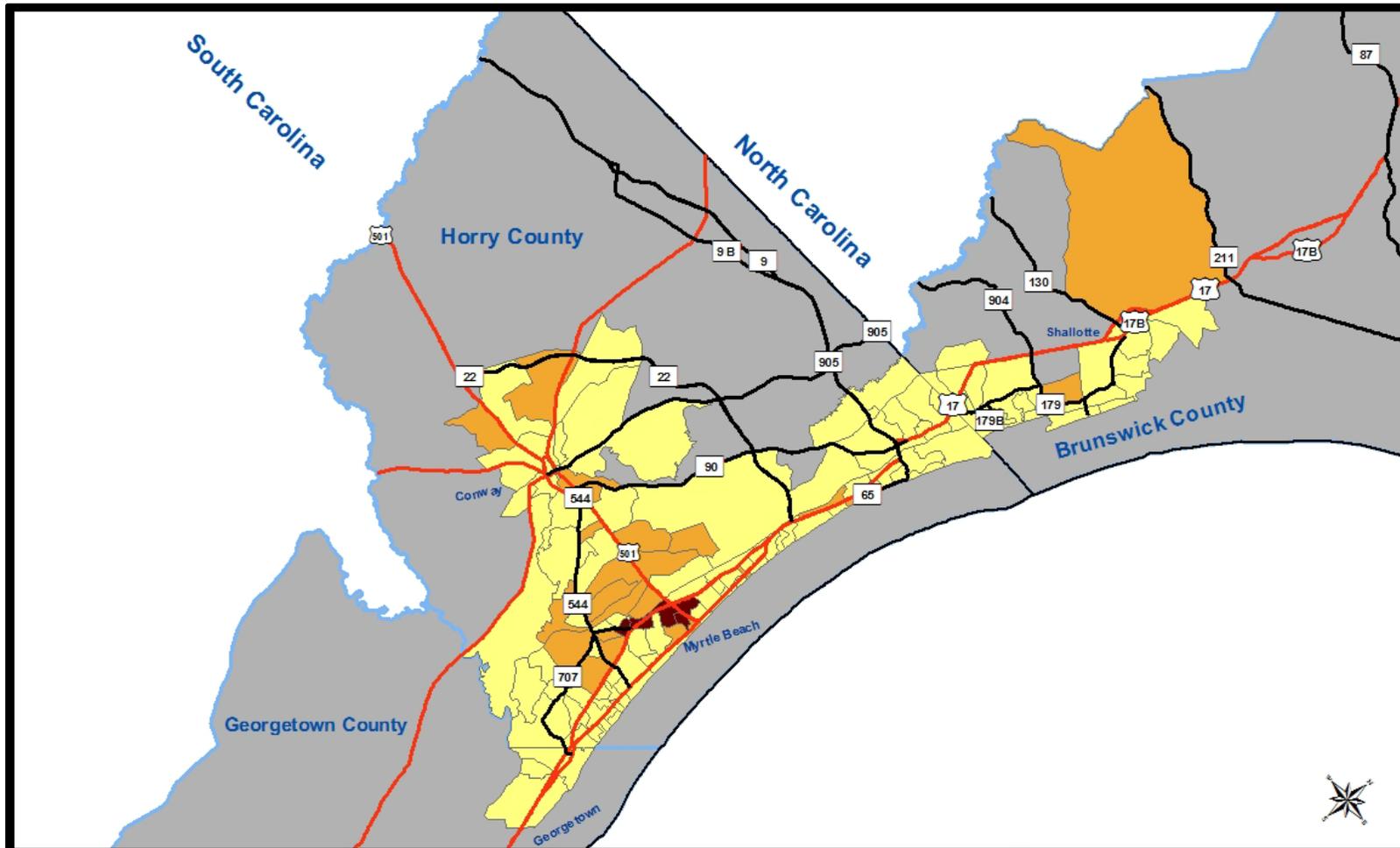
	GSATS Population Percentages			
	GSATS Region	Georgetown GSATS	Horry GSATS	Brunswick (NC) GSATS
Population	215,304	7,539	187,486	20,279
Black or African American Population	21,402	477	20,299	626
% Regional Black Population	10%	6%	11%	3%
Hispanic Population	14,535	169	13,312	1,054
% Regional Hispanic Population	7%	2%	7%	5%
Other Race Population	11,348	209	10,227	912
%Regional Other Race Population	5%	3%	5%	4%
65 and Older Population	37,863	3,527	24,701	9,635
% Regional 65 and Older Population	18%	47%	13%	48%
Poverty Population*	37,259	674	33,709	2,876
%Regional Poverty Population*	17%	0.09%	18%	14%

2010 Census Data \*2009-2013 American Community Survey 5-Estimates

According to the regional totals, minority populations make up approximately 20% of the GSATS region with the largest share residing in Horry County. In addition the 65 and older population is about 44% percent of the region and the largest share resides in Horry County as well. The regional poverty population is estimated to be 37,259 which is 17% of the GSATS region. The majority of the poverty populations reside in Horry County.

The following maps illustrate the areas of the region where the percentages of minority, Hispanic, and 65 and older populations exceed the regional percentages thresholds. The study area's population that is below the poverty line is also illustrated.





**Legend**

**Hispanic Percent Population**

- 0% - 1%
- 1.1% - 2.8%
- 2.9% - 5%

— State Hwy  
 — US Hwy  
 — State Border  
 — County Border

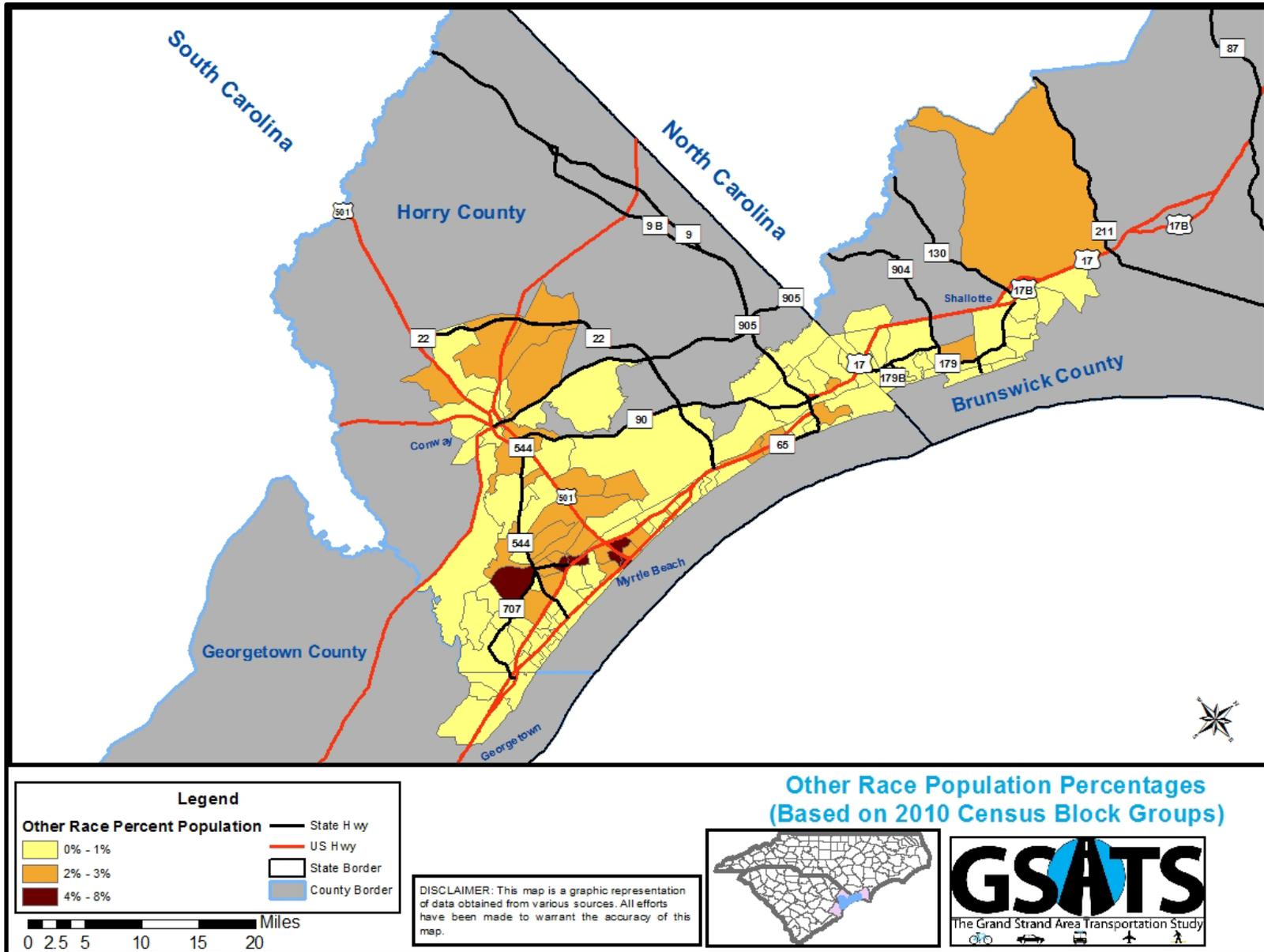
0 2.5 5 10 15 20 Miles

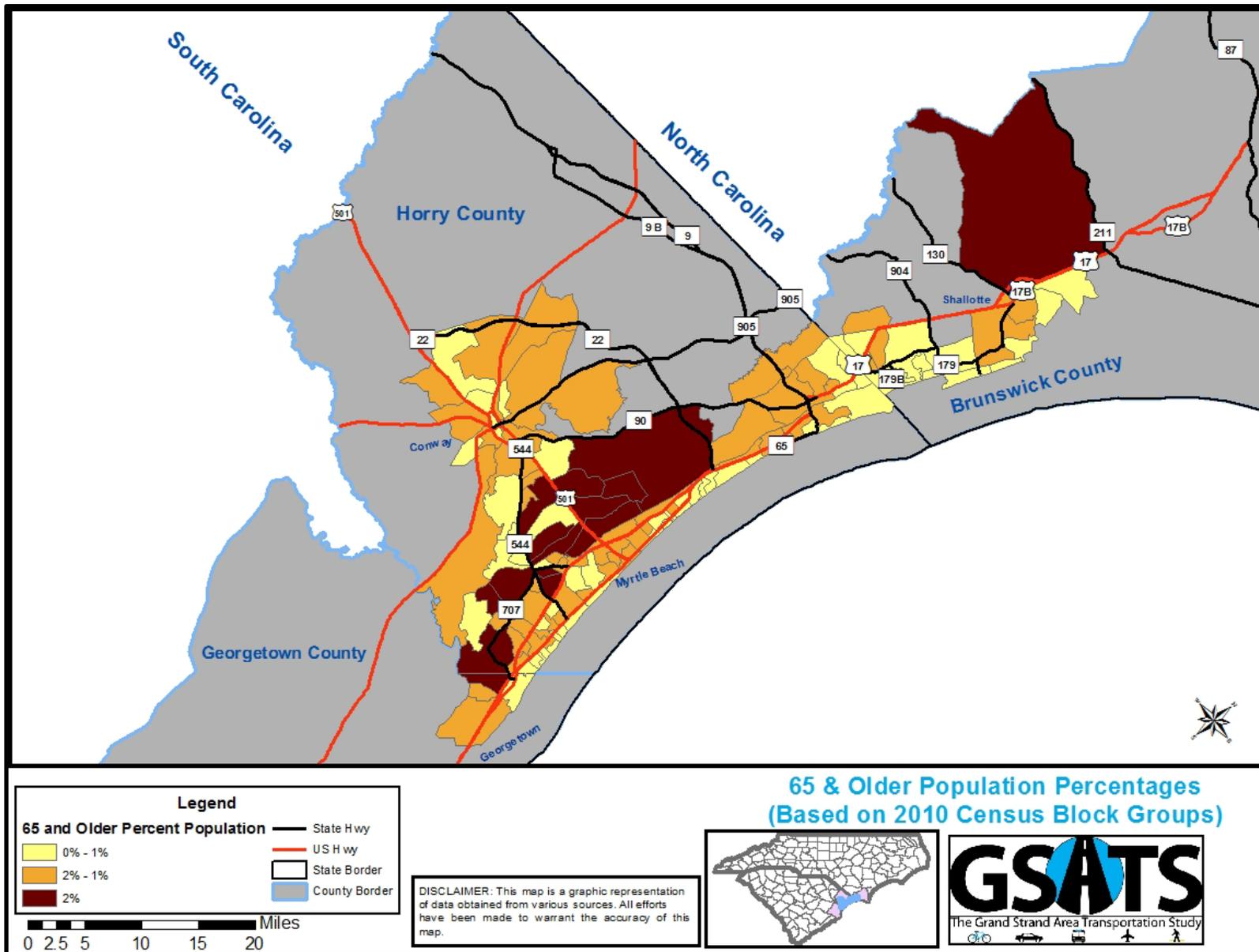
DISCLAIMER: This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map.

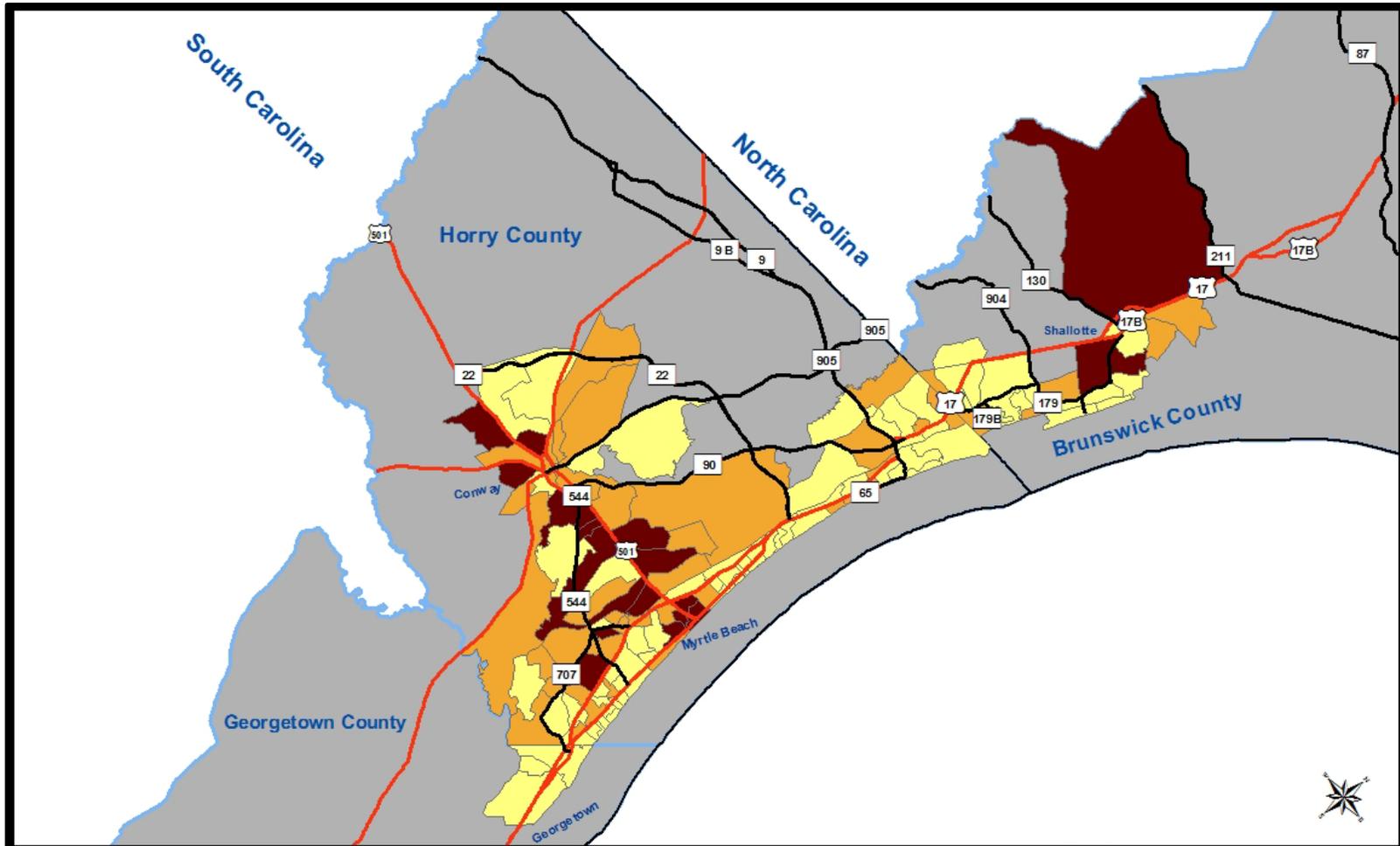


**Hispanic Population Percentages  
(Based on 2010 Census Block Groups)**









**Legend**

**Poverty Percent Population**

- 0% - 1%
- 2% - 1%
- 2% - 3%

— State Hwy  
 — US Hwy  
 — State Border  
 — County Border

Miles  
 0 2.5 5 10 15 20

DISCLAIMER: This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map.



**Poverty Population Percentages  
(Based on 09-13 ACS)**

## Socio-Economic Data and Maps for WRCOG

A review of the 2010 Census for the Waccamaw Regional Council of Governments was conducted to evaluate representation of minority populations and low-income households. (See Table Below)

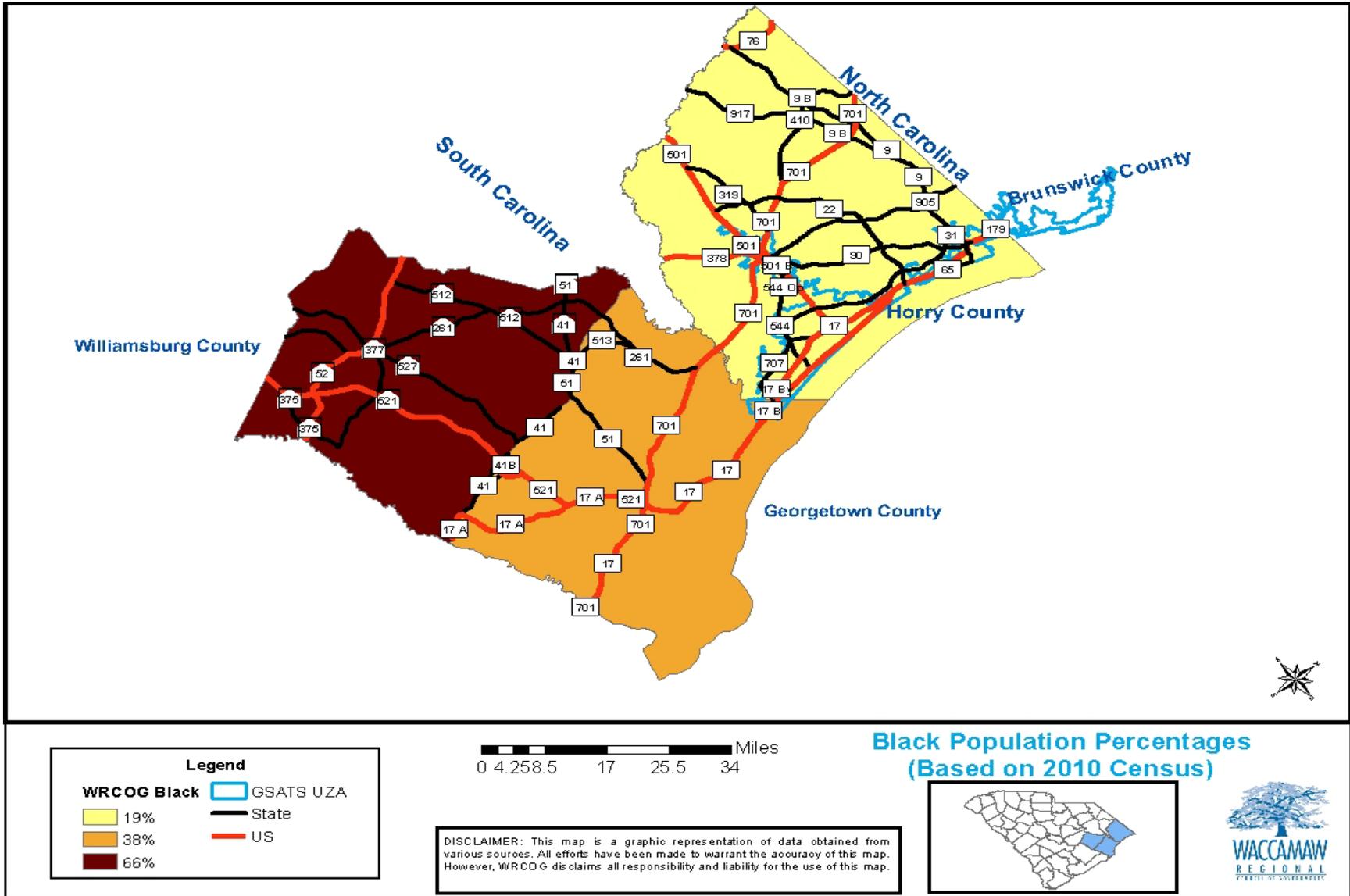
WRCOG Population Percentages				
	WRCOG Region	Georgetown Co.	Horry Co.	Williamsburg Co.
Population	168,847	52,619	81,805	34,423
Black or African American Population	58,277	19,737	15,903	22,637
% Regional Black Population	35%	38%	19%	66%
Hispanic Population	5,758	1,698	3,371	689
% Regional Hispanic Population	3%	3%	4%	2%
Other Race Population	4,305	1,181	2,539	585
%Regional Other Race Population	3%	2%	3%	2%
65 and Older Population	28,801	8,393	15,369	5,039
% Regional 65 and Older Population	17%	16%	19%	15%
Poverty Population*	38,977	11,989	17,135	9,853
%Regional Poverty Population*	23%	23%	21%	29%

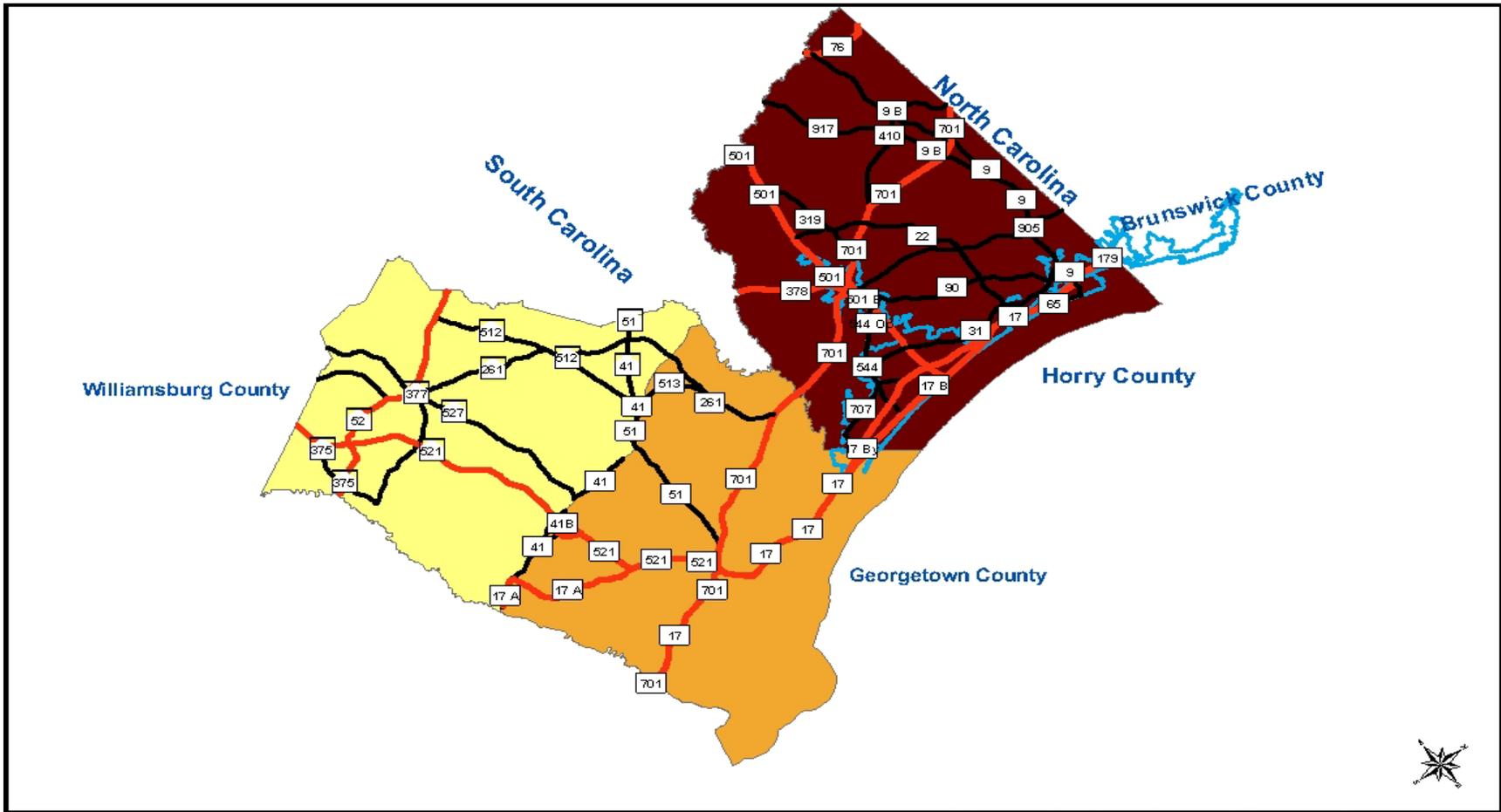
W

2010 Census Data \*2009-2013 American Community Survey 5-Estimates

According to the regional totals, minority populations make up approximately 35% of the WRCOG region with the largest share residing in Horry County. In addition the 65 and older population is about 17% percent of the region and the largest share resides in Horry County as well. The regional poverty population is estimated to be 38,977 which is 23% of the WRCOG region. The majority of the poverty populations reside in Horry County.

The following maps illustrate the areas of the region where the percentages of minority, Hispanic, and 65 and older populations exceed the regional percentages thresholds. The study area's population that is below the poverty line is also illustrated.





**Legend**

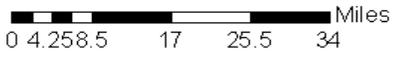
**WRCOG Hispanic Pop**

- 2%
- 3%
- 4%
- GSATS UZA

**Pop**

State

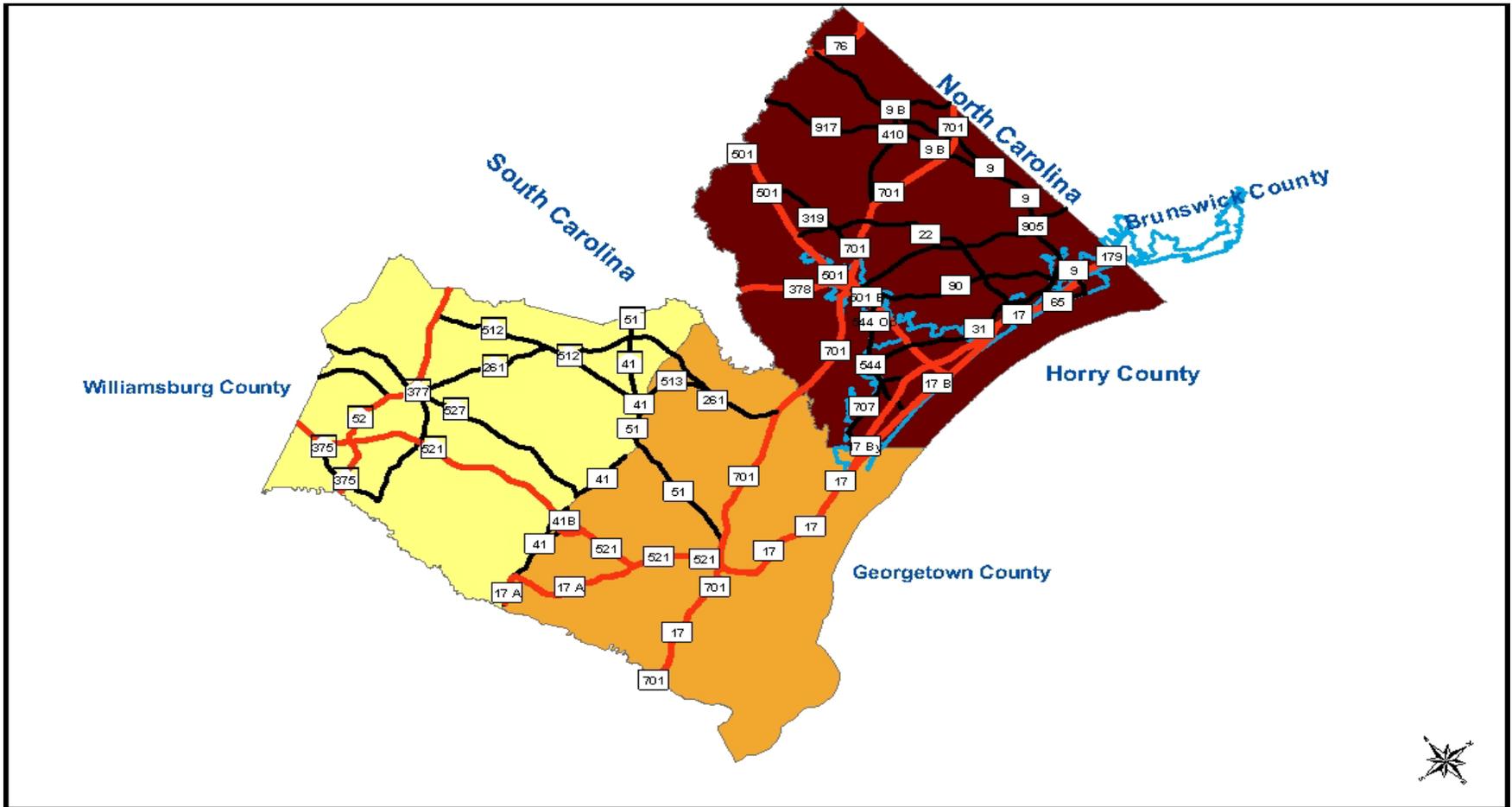
US



**Hispanic Population Percentages (Based on 2010 Census)**

**DISCLAIMER:** This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map. However, WRCOG disclaims all responsibility and liability for the use of this map.





**Legend**

**WRCOG Other Race Pop**

- 2% (Yellow)
- 2% (Orange)
- 3% (Dark Red)
- GSATS UZA (Blue outline)

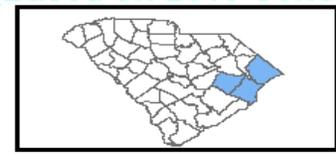
**Pop**

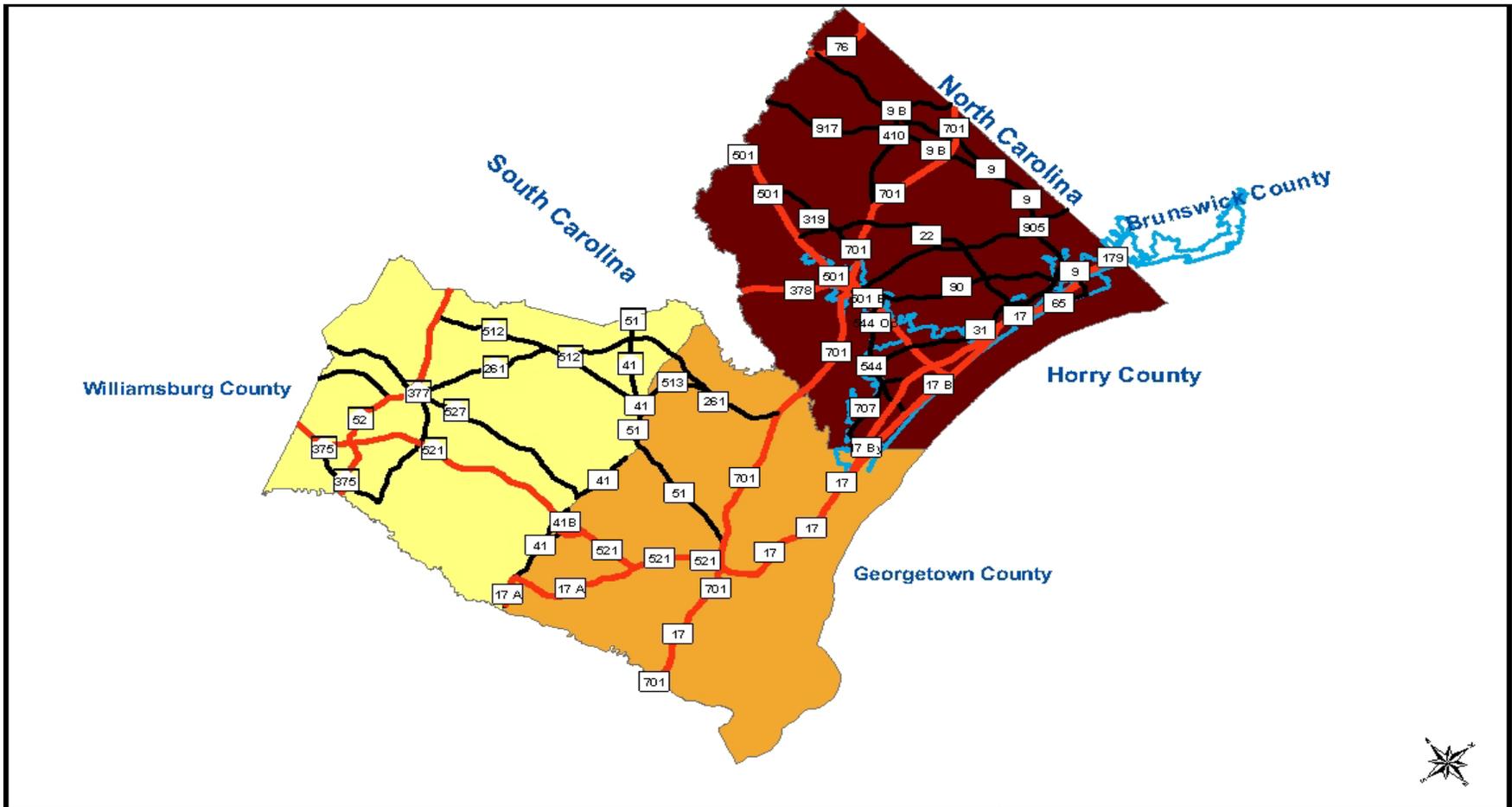
- State (Black line)
- US (Red line)



**DISCLAIMER:** This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map. However, WRCOG disclaims all responsibility and liability for the use of this map.

**Other Race Population Percentages  
(Based on 2010 Census)**





**Legend**

**WRCOG 65 and Older**

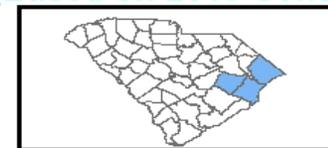
- 15%
- 16%
- 19%
- GSATS UZA

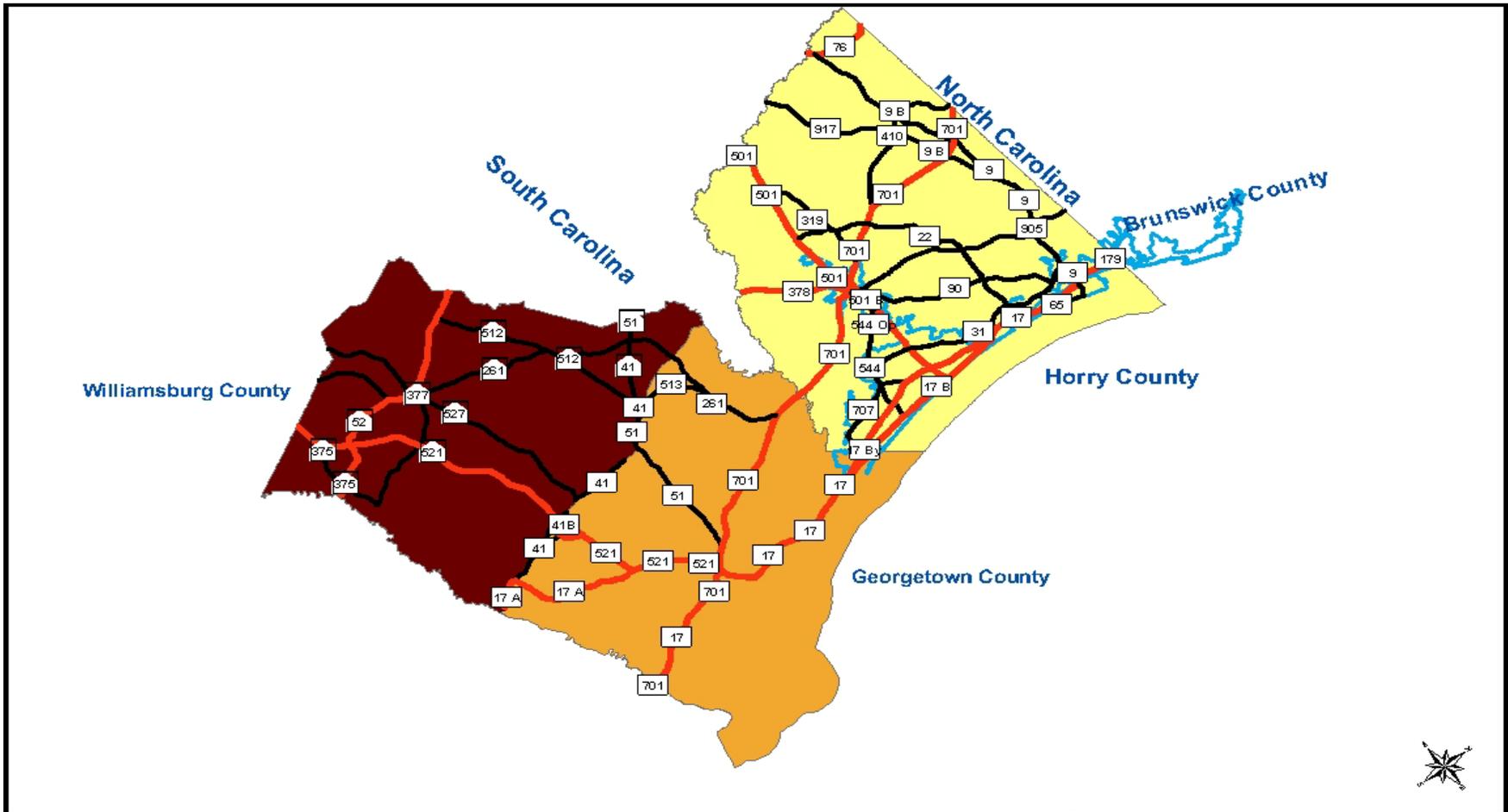
— State  
— US



DISCLAIMER: This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map. However, WRCOG disclaims all responsibility and liability for the use of this map.

**65 & Older Population Percentages  
(Based on 2010 Census)**





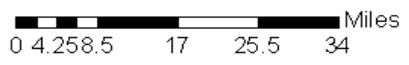
**Legend**

**WRCOG Poverty Pop**

- 21%
- 23%
- 29%
- GSATS UZA

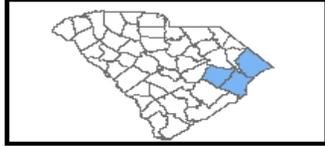
**State** ——— (black line)

**US** ——— (red line)



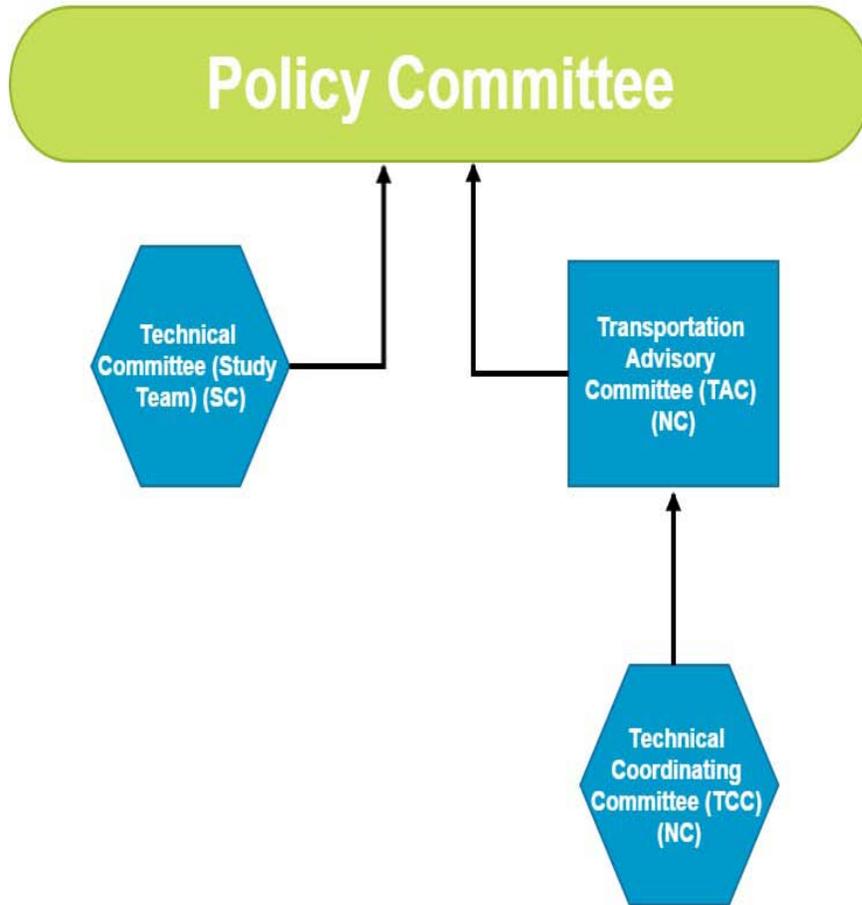
**Poverty Population Percentages  
(Based on 2013 ACS)**

**DISCLAIMER:** This map is a graphic representation of data obtained from various sources. All efforts have been made to warrant the accuracy of this map. However, WRCOG disclaims all responsibility and liability for the use of this map.



**APPENDIX VIII**

**MPO Transportation Planning Process**



## WRCOG Transportation Planning Process



## APPENDIX IX

### Data Collection & Reporting Requirements

GSATS and WRCOG will comply with the following data collection and reporting requirements as outlined by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA):

#### General Reporting Requirements:

All applicants, recipients, and subrecipients are required to maintain and provide upon request the information outlined below. The information is required under DOJ regulation and must be submitted prior to the approval of any grant application. Recipients and subrecipients should provide updated information as conditions warrant. Updates must at a minimum be provided every three years. Information previously submitted under the General Reporting Requirements may be referenced in subsequent submissions, as appropriate.

All applicants, recipients, and subrecipients shall maintain and submit the following general requirements:

- a. A list of any active lawsuits or complaints naming the applicant, which allege discrimination on the basis of race, color, national origin, sex, age, or disability with respect to service or other transit benefits. The list should include: the date the lawsuit or complaint was filed; a summary of the allegation; and the status of the lawsuit or complaint, including whether the parties to the lawsuit have entered into a consent decree. For applicants of assistance under Section 6, 10, 16(b)(2) and 18, this information should be maintained and made available upon request. For all applicants for FHWA or FTA assistance, this information should be relevant to the organizational entity actually submitting the application, not necessarily the larger agency or department of which the entity is a part (e.g., not all information on all modes of transportation).
- b. A description of all pending applications for financial assistance, and all financial assistance currently provided by other Federal agencies. For applicants of assistance under Section 6, 10, 16(b)(2) and 18, this information should be maintained and made available upon request. For all applicants applying for federal assistance, this information should be relevant to the organizational entity actually submitting the application, not necessarily the larger agency or department of which the entity is a part.

- c. A summary of all civil rights compliance review activities conducted in the last 3 years. The summary should include: the purpose or reason for the review; the name of the agency or organization that performed the review; a summary of the findings and recommendations of the review; and, a report on the status and/or disposition of such findings and recommendations. For all applicants applying for federal assistance, this information should be relevant to the organizational entity actually submitting the application, not necessarily the larger agency or department of which the entity is a part.
- d. A signed Civil Rights Assurance that all of the records and other information required under Title VI and related statutes have been or will be compiled, as appropriate, and maintained by the applicant, recipient, or subrecipient. In the case of State administered programs, this assurance should be provided by the primary and subrecipient (Appendix I).
- e. For construction projects, a fixed-facility impact analysis to assess the effects on minority communities. If this information has been prepared as a result of an environmental assessment or environmental impact statement, the applicant, recipient, or subrecipient should reference the relevant information by document, page number(s), and date of submission to FHWA or FTA. The analysis should include:
- A discussion of the potential impact on minority communities and minority-owned businesses during and after construction;
  - A discussion of all potential negative environmental impact, such as noise, air, or water pollution;
  - A detailed list of minority-owned businesses and households that will be affected by the construction project;
  - A description of other significant changes or impacts on the minority community, such as increased traffic, reductions in the amount of available parking, etc.; and
  - A description of the relocation program and/or other measures adopted by the applicant that will be used to mitigate any identified adverse social, economic, or environmental effect of the proposed construction project.

## APPENDIX X

### List of Title VI Investigations, Complaints, and Lawsuits

#### Background

GSATS, WRCOG, all subrecipients and contractors shall prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or origin:

- Active investigation conducted by FTA or FHWA and other entities;
- Lawsuits; and
- Complaints naming the recipient.

This list shall include the date that the transit-related Title VI investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient in response, or final findings related to the investigation, lawsuit, or complaint. This list shall include in the Title VI Program submitted every three years.

There are no current or pending lawsuits, complaints, or investigations being held or filed currently as of August 31, 2016.