

ALASKA DEPARTMENT OF  
TRANSPORTATION AND PUBLIC  
FACILITIES

TITLE VI  
PROGRAM  
ANNUAL GOALS  
AND  
ACCOMPLISHMENTS  
REPORT



SEPTEMBER 2023

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## INTRODUCTION

### NONDISCRIMINATION POLICY STATEMENT

It is the policy of the Alaska Department of Transportation & Public Facilities (DOT&PF) that no person shall be excluded from participation in, or be denied benefits of, any and all programs or activities we provide based on race, color, national origin, sex, age, income, or disability, regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Association and State of Alaska funds.

Persons who believe they may have experienced discrimination in the delivery of these federally assisted programs or activities may file a confidential complaint with:

Alaska DOT&PF Civil Rights Office  
2200 East 42nd Avenue, Room 310  
Anchorage, AK 99508  
Telephone 1 907 269 0851  
Toll Free in Alaska Only 1 800 770 6236  
Fax 1 907 269 0847  
or by calling Alaska Relay 711

### PURPOSE OF THE ANNUAL TITLE VI REVIEW

The purpose of the Annual Title VI Review is to ensure that the Title VI Program is being implemented according to the regulation which ensures DOT&PF programs and sub-recipients of Federal assistance funds are based in compliance with the following: Title VI of the Civil Rights Act of 1964, and additional Nondiscrimination authorities; the Americans with Disabilities Act of 1990; the National Environmental Policy Act; Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations; the Federal-aid Highway Act of 1973; Section 504 of the Rehabilitation Act of 1973; and Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency. The reviews are administered by the DOT&PF Civil Rights Office (CRO) and conducted by the Title VI Specialist & ADA Coordinator.

The results of the reviews provide the CRO with valuable information on how DOT&PF is ensuring nondiscrimination in accordance with federal highway administration across the department. Any deficiencies identified must be remedied in accordance with the Title VI Program Plan.

## GOALS AND PROGRESS FOR FFY23

### PROVIDE TITLE VI & ADA TRAINING OPPORTUNITIES

#### **FFY2023 GOAL: TRAINING OPPORTUNITIES**

The following training opportunities were provided to DOT&PF staff both in person and virtually in FFY23:

- **Advanced Work Zone Management and Design**
  - This was an in-person training program with the Alaska Department of Transportation in the cities of Fairbanks, Anchorage, and Juneau from December 1-9, 2022. This program was presented by the Federal Highway Administration Resource Center and aimed to analyze and evaluate the operational, safety, and mobility impacts of work zones, including scheduling, scope, phases, alternate routes, and accommodations for bicyclists and pedestrians. The training program comprised 12 modules that covered diverse themes such as work zone impacts, mitigation of impacts, public information plans, pedestrians, and smarter work zone coordination, among others.
  
- **American with Disabilities Act (ADA) Department ADA Coordinator Training.**
  - On December 29, 2022, David Newman, the Alaska ADA Coordinator, provided an online training session for Department ADA Coordinators. The training was structured into three distinct parts and aimed to provide a comprehensive overview of the ADA, along with valuable information to assist Department ADA Coordinators in effectively responding to inquiries and complaints. Part One of the training delved into the history of the ADA and provided crucial details regarding the federal law. Part Two focused on Alaska and scrutinized related statutes, regulations, and an administrative order. Finally, Part Three concentrated on different types of ADA-related issues that may arise and how to respond to them. The training provided valuable insights and equipped Department ADA Coordinators with important knowledge necessary to carry out their responsibilities effectively.
  
- **Title VI Program Bi-Annual Meeting FFY23.**
  - This was a discussion on Title VI from Ryan Wilson, FHWA Title VI Coordinator, online Thursday 1/26/2023. The
  - Introduction to Title VI – Historical context of Title VI and the emphasis on transportation infrastructure
    - 1964 Civil Rights Act
      - What does Title VI actually say?
    - History of highways as a mechanism for discrimination (i.e., St. Paul Minnesota, Pittsburgh Pennsylvania (Hill District), Flint Michigan, Overtown Florida, Birmingham Alabama).

- What needs to be done in order to “ENSURE” nondiscrimination-based race, color, national origin in transportation/ highways?
  - State DOTs Role (23 CFR 200.9)
  - Emphasis on role of Title VI Liaisons
    - Title VI Plan
    - Training
    - Internal reviews
    - Data Collection
- Planning Data Summit DOT&PF 2023 was an in-person training on February 6-7, 2023.
  - During the training, we emphasized the importance of data analytics, data science, and machine learning. It was also crucial to brainstorm and share ideas on how to improve access to quality data and learn best practices from other state DOTs, FHWA, and private firms. Additionally, we explored how data supports transportation plans and programs and the shift towards performance-based planning and programming.

The following training opportunities were shared with relevant program areas in FFY23:

<b>Training Title / Description</b>	<b>Dates</b>	<b>Presented By</b>
Title VI Online Training	Ongoing	T2 Training website
FHWA Resource Center Right-of-Way training	11/15/2022- 11/17/2022	FHWA Resource Center ENV/AQ/Realty TST
Central Region Spring Fling Kick off FFY23	04/4/2023- 04/5/2023	Alaska DOT&PF CRO
Northern Region Spring Kick off FFY23	04/18/2023 - 04/19/2023	Alaska DOT&PF CRO
Title VI Training FAA Central Region Aviation	4/14/2023	The Title VI Specialist, Robespierre Howard
South Central Spring Fling Kick off FFY23	4/26/2023	Alaska DOT&PF CRO
Peer Exchange: AK, MT, NV	5/23/2023- 5/25/2023	FHWA and Montana Department of Transportation
Title VI Summer Camp Tampa, Florida	6/5/2023- 6/9/2023	FHWA and Florida Department of Transportation

Title VI virtual training, Civil Rights Requirements at Airports, and Inclusion	6/17/2023-6/20/2023	FAA Civil Rights Office
Title VI Training Video #1 “Title VI Essentials”	Ongoing	Title VI Specialist, Robespierre Howard
Title VI Training Video #2 “Intentional Discrimination”	Ongoing	Title VI Specialist, Robespierre Howard
Title VI Training Video #3 “Title VI Data Collection”	Ongoing	Title VI Specialist, Robespierre Howard
DHS Civil Rights Training Series on Title VI	8/24/2023	U.S. Department of Homeland Security (DHS)

**FFY2024 Goal:** The Title VI Specialist will continue to communicate with all Title VI Liaisons to ensure sections within the DOT&PF are informed on all Title VI program updates and to ensure that training material is disseminated to management and staff.

**FFY2024 Goal:** The Title VI Specialist will work closely with a network of community organizations to enhance public outreach by DOT&PF and keep communities informed about ongoing transportation projects. Moreover, the Title VI Specialist will continue to engage with the Federation of Community Councils to keep community leaders up to date regarding transportation plans and address any community concerns related to Alaska DOT&PF or its stakeholders. This approach promotes transparency and helps to mitigate any potential negative impacts on transportation projects.

**FFY2024 Goal:** The Title VI Specialist plays a crucial role in promoting equitable access to DOT&PF's programs, services, and activities, regardless of race, color, age, gender, income, or national origin. The Title VI Specialist will continue to ensure that all members of the public have equal access to DOT&PF's offerings and that no one is excluded from participation, implementation, or impact. To accomplish this, the Title VI Specialist will continue to work closely with DOT&PF staff to identify and address any disparities and develop and implement strategies that promote fairness, equity, and inclusivity.

**FFY2024 Goal:** The Title VI Specialist will continue to monitor and update changes as needed to the Civil Right Office [Title VI](#) and [ADA](#) web pages.

The Title VI Specialist made some updates to FFY2023, which include:

- Updating the Title VI and ADA language and fixing broken links on the Title VI and ADA webpage.
- Updating the Title VI and ADA training materials for Title VI Liaisons and other stakeholders.
- Updating the Reports section to reflect the most current information listed on the Alaska DOT&PF Civil Rights Office webpage.

**FFY2024 Goal:** The Title VI Specialist will constantly search for new technologies to integrate with the Title VI and ADA websites, ensuring their accessibility to all users and compliance with Section 508 Amendment to the Rehabilitation Act of 1973. Additionally, the specialist will update the websites with new training materials for Title VI and ADA training.

In 2023, the Title VI Specialist reviewed, updated, and monitored the Title VI webpage to ensure accuracy, accessibility, and user-friendliness.

## PROVIDE DEMOGRAPHIC TOOLS

The CRO's current ADA Curb Ramp Inventory Project in FFY2023 includes curb ramps, walkways, utility features, driveways, pedestrian signals, crosswalks, and vertical obstacles. This project is available to any office statewide and will be updated with project updates and demographic data once capital projects are completed.

Apart from the ADA curb ramp inventory, the CRO has also conducted additional outreach with Department Regional Environmental Managers and Division of Community and Regional Affairs (DCRA) Research Analysts to gather true, unbiased demographic data. DCRA is responsible for capturing Census data, American Community Survey, and My Tribal Area Maps. The sections that gather and store demographic data will receive additional training starting in FFY2024.

**FFY2024 Goal:** Continue monitoring the state's demographic data through established data sources and by using new and innovative techniques, tools and technologies.

**FFY2024 Goal:** The Title VI Specialist will continue collecting data and developing user-friendly interactive demographic maps using ArcGIS, Survey123, and Field Maps for the DOT&PF CRO website.

## INCREASE LEP & TITLE VI OUTREACH

### **FFY2023 GOAL: Outreach**

In FFY2023, DOT&PF continued its outreach from 2022 to traditionally underrepresented populations in various ways, including fostering communications to ensure that tribal organizations and communities are aware of services provided to their communities. In addition, services provided are listed on the DOT&PF website to coordinate with tribes on transportation funding opportunities.

Other outreach efforts include Montana Peer to Peer, the 2023 Juneteenth celebration, the Alaska Black Caucus Betty Davis Health and Equity Summit, and Anchorage's Alaska Leadership Summit.

Additionally, Alaska DOT&PF CRO attended the Title VI Data Forum in Tampa Bay, Florida. Other attendees were the Florida Department of Transportation, the Puerto Rico Department of Transportation, and the US Virgin Island Department of Transportation, with additional support



from the Office of Civil Rights and the FHWA Resource Center.

**FFY2024 Goal:** The Title VI Specialist will look to expand outreach services to mitigate barriers for Title VI, ADA, and LEP individuals.

## EXPLORE ALTERNATIVES TO TRADITIONAL MEDIA DISSEMINATION

### **FFY2023 GOAL: ENSURING ACCESS IN NEW TECHNOLOGIES**

DOT&PF actively adopts new technologies, like social media and online meeting platforms, to improve information dissemination and engage more stakeholders. By holding both in-person and virtual public meetings, DOT&PF can reach a greater audience than those who typically attend public meetings in person.

Social media is increasingly used to circulate project information and provide instant updates on roadway conditions across the state. Using Microsoft Teams, WebEx, Skype, email, Facebook Live, and Zoom, virtual and physical event invitations can be posted and mailed, which has been beneficial in reaching the community. The DOT&PF also conducts Virtual Transportation Fairs for communities, allowing individuals to collectively address public concerns and provide comments or questions about public transportation projects conveniently. However, innovative technologies like Virtual Reality (VR), Augmented Reality (AR), or the Metaverse, could be the way forward for public outreach and engagement for transportation needs.

DOT&PF uses the Web Content Accessibility Guidelines (WCAG) 2.1, Level AA, as a guide for web content. Microsoft Teams, Facebook Live, Zoom and WebEx are becoming increasingly common in all regions, making public participation more accessible to users who cannot attend in-person meetings. One disadvantage of these technologies is that many in rural areas do not have reliable and accessible internet access. While DOT&PF is excited about the potential of leveraging these technologies and has updated the website in FFY2023 to be more user-inclusive, traditional methods are still being utilized to ensure equitable access through diverse engagement methods.

**FFY2024 Goal:** Continue the use and availability of technology to be more inclusive for all users.

## HOLD ACCESSIBLE MEETINGS

### **FFY2023 GOALS: ENSURING ACCESS IN NEW TECHNOLOGIES; LIMITED ENGLISH PROFICIENCY**

In FFY2023, both in-person and virtual meetings were conducted across all three regions to discuss transportation decision-making. Virtual meetings allowed a wider audience to participate, and DOT&PF ensured compliance with the Section 508 Amendment to the Rehabilitation Act of 1973. Two requests were made for language translation at public meetings: one for an Alaskan Native translator and the other for a Spanish translator in FFY2023.

## INCORPORATE TITLE VI ELEMENTS INTO PROGRAMS AND MANUALS

### **FFY2023 GOALS: REVIEW PROGRAMS, MANUALS AND PUBLIC NOTICES ACCORDINGLY**

The Title VI Specialist carefully reviewed the departmental web pages and documents that were sent out to the public to ensure that the correct Title VI language was used in all documentation. The Title VI Specialist also reviewed public involvement plans, where applicable, to make sure that they included the necessary Title VI language updates. During FFY23, the Title VI Specialist noticed that the DOT&PF's website had been updated to include the current nondiscrimination disclaimer as well as an updated website. The Title VI Specialist then worked with the Web Master to update the contact information and language related to Title VI on the DOT&PF web pages.

**FFY2024 Goal:** The Title VI Specialist will identify any barriers that may prevent stakeholders from participating in DOT&PF's activities or programs. The Title VI Specialist will also look to identify more Title VI training and review manuals to keep up with Title VI updates.

Furthermore, the Title VI Specialist will collaborate with regional liaisons to ensure continued implementation of Title VI within program areas.

**PROGRAM REVIEW OUTCOMES**

<b>Program Area</b>	<b>Outcome</b>	<b>Description</b>	<b>Planned Response</b>
FAST Planning	Three deficiency was found this reporting period. (FFY2023)	FAST Planning has some concerns regarding the development process of the Statewide Transportation Improvement Program (STIP). As per the regulations outlined in 23 CFR 450.218 and 23 USC 135(g)(2), the State is required to involve MPOs, Regional Planning Organizations (RPOs), nonmetropolitan local officials, and tribal entities in the development of the STIP. However, the STIP was prepared internally and without any meaningful input from the stakeholders across the State. The STIP was published for a 45-day public comment period, the only opportunity to engage with the Alaska DOT & PF on regional project priorities. The lack of consultation during the development process could adversely impact the STIP's effectiveness.	As a Title VI Specialist, the main responsibility is to work closely with the Title VI Liaisons to develop an effective corrective action plan. The objective is to ensure all documents are submitted to the DOT&PF CRO within the given timeframe.
M&O	No deficiencies were found during this reporting period.	M&O operates within the scope of work outlined in the DOT&PF roadway structures. Work completed by M&O goes through a process and receives information from the public on locations for the services provided by DOT&PF.	The Title VI Specialist will continue to forward Title VI and ADA training that will be given to Title VI Liaisons.

	(FFY2023)	<p>M&amp;O responds to public needs on an on-call basis without discrimination. Therefore, calls or inquiries from the public will be addressed at priority levels based on Statewide Road priorities. Each maintenance district clears roads beginning with the ones of highest priority within their community. The review of this section showed no discriminatory action.</p>	
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<p><b>Planning</b></p>	<p>No deficiencies were found during this reporting period. (FFY2023)</p>	<p>The Planning section coordinates with Program Development to ensure that all mailing and email lists are up to date when conducting and planning outreach and public meetings.</p> <p>The Title VI Specialist worked with the Title VI Liaisons on DOT&amp;PF's public outreach, demographic data collections, and public engagement. As a result, the Title VI Specialist identified that demographic data collection proves complicated because it is voluntary disclosure. However, voluntary data will be analyzed for compliance at all virtual and general meetings. In addition, planning will continue encouraging the disadvantaged population to participate in transportation planning to ensure transparency, safety, and enhanced access and mobility. Finally, the Planning section</p>	<p>Through different outreach applications, the Title VI Specialist will continue to provide virtual training and assistance to Planning and Program Development personnel to continue Title VI compliance.</p> <p><u><a href="#">FFY2024 Goal: Training; Liaison Development; G&amp;A Questionnaire revision.</a></u></p>
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		gathers this information when projects are	
		being developed as it is their responsibility to know the community where the project will take place. The review of this section showed no discriminatory action.	
ROW	One deficiency was found during this reporting period. (FFY2023)	<p>Right of Way (ROW) interacts with many different communities throughout Alaska and routinely encounters diverse populations due to the nature of their work.</p> <p>On 09/21/2023, the Title VI Specialist met with the Title VI Liaisons of all three regions to discuss the findings of the G&amp;A report and the concerns regarding the deficiency. After a thorough discussion, it was decided that the Title VI Specialist and Liaisons will develop an After-Action Survey to collect demographic data and report it to FHWA. The questions in the survey will be revised to reflect the prescribed practice that must be followed by ROW personnel.</p> <p>Upon reviewing ROW documents with ROW personnel, the Title VI Specialist and Title VI Liaisons recognized that a singular survey to collect demographic data within this program process would be more suitable when distributed after negotiations for acquisition or relocations.</p>	<p>The Title VI Specialist will help create an after-action, transparent, and unbiased survey. This survey must be conducted at the end of any properties acquired by DOT&amp;PF. Additionally, the Title VI Specialist and regional liaisons have identified issues related to property management, such as enforcing compliant right-of-way use limitations on outdoor advertising, issuing permits or leases, and selling or transferring real estate. ROW is always exploring innovative ways to improve demographic data collection in ROW operations.</p> <p><a href="#">FFY2024 Goal</a> After Action Survey</p>

AMATS	One deficiency was found this reporting period. (FFY2023)	Anchorage Metropolitan Area Transportation Solutions (AMATS) engages with the public in the Municipality of Anchorage and conducts the Metropolitan Transportation Planning process to address transportation needs and inform the public of transportation changes. During a review of FFY2023, the Title VI Specialist identified a deficiency resulting from AMATS' outdated Title VI Plan. The review revealed that AMATS has been understaffed and the Title VI Plan was last updated in 2012. AMATS is currently working on updating its Title VI plan and expects to have it approved by the Policy Committee by the end of November 2023.	The Title VI Specialist and Title VI Liaison meet on 08/18/2023 and will work together to update AMATS Title VI and LEP Plan.  <a href="#">FFY2024 Goal: Liaison Development; Training/ Manual review</a>
AMHS	No deficiencies were found during this reporting period. (FFY2023)	Alaska Marine Highway System (AMHS) has appointed a new Title VI Liaison in February 2022. During this reporting period, FHWA conducted a Title VI Equity Review to help identify any possible discrimination with Title VI and ADA laws; the Title VI Equity Review is currently open. In addition, AMHS received updated training materials from the Title VI Specialist on Title VI Laws and ADA compliance. The Title VI Specialist and the Title VI Liaison have worked with staff to ensure that the staff	As AMHS has rotational employees and customers, the Title VI Specialist and the Title VI Liaison will have specific training to address Title VI and ADA complaints.  <a href="#">FFY2024 Goal: Training/ Data collection</a>

		<p>understood Title VI and ADA, in particular. Additionally, the Title VI Specialist met with the Title VI Liaison and other AMHS employees in FFY2022 to discuss Title VI and ADA laws and applications. The review of this section showed no discriminatory action.</p>	
Construction	<p>One deficiency was found this reporting period. (FFY2023)</p>	<p>The State's infrastructure needs are evaluated by the Construction department in collaboration with stakeholders and the public. The Title VI Specialist will be responsible for reviewing contracts for Title VI assurances across every region continuously. Furthermore, the Title VI Specialist and the Title VI Liaisons will work together to ensure that contractors have access to training material. They will also keep the public informed of traffic closures, detours, and construction progress through interactive maps and the Statewide Dashboard via ArcGIS. I have reviewed this section and found no evidence of discriminatory action.</p>	<p>The Title VI Specialist and Title VI Liaisons from NR and SCR regions held a meeting on September 20th, 2023, to review the G&amp;A response. During the meeting, we discussed public participation and Section 643 Traffic Maintenance in order to ensure equity throughout the construction program. Not all projects will have specification 643; however, each region has a means to assess the impacts on stakeholders.</p> <p>FFY2024 Goal: <a href="#">Training &amp; Implementation</a></p>
Contracting	<p>No deficiencies were found during this reporting period. (FFY2023)</p>	<p>The Title VI Specialist and Title VI Liaisons will review and ensure that the Title VI policy language complies with all contracting documents per State and Federal Laws. In addition, the Title VI Liaisons worked closely with construction to ensure</p>	<p>In FFY2024, the Title VI Specialist will work with FHWA on providing additional training for contracting staff on Title VI compliance and the application of Title VI</p>

		that contract language and construction policies and procedures are in compliance with Title VI. The review of this section showed no discriminatory action.	within the operations of the contracting department.  FFY2024Goal: <a href="#">Training &amp; Title VI Implementation</a>
SEF	No deficiencies were found during this reporting period. (FFY2023)	State Equipment Fleet (SEF) and the Equipment Management System identifies vehicles and equipment for preventive maintenance and track and maintain an inventory of State vehicles. Additionally, the SEF does not engage with the public. However, Title VI and ADA apply to stakeholders and DOT&PF personnel. Therefore, the Title VI Specialist will continue to provide training to all Title VI Liaisons to ensure awareness of current information regarding Title VI and ADA laws and how they relate to this program area. This process review has shown no sites of discriminatory practices.	In FFY2024, the Title VI Specialist will review the SEF manual for Title VI language and compliance. In addition, the Title VI Liaison will receive Title VI training developed by the Title VI Specialist.  FFY2024 Goal: <a href="#">Training</a>



PD&E	Two deficiency was found this reporting period. (FFY2023)	<p>The Title VI Liaisons in the Northern, Central, and Southcoast Regions are responsible for documenting compliance with Title VI of the Civil Rights Act of 1964, Executive Order 12898, and for developing projects following applicable Federal, State and local laws, regulations, policies and procedures. The Title VI Specialist and the Title VI Liaisons attended a virtual training conducted by FHWA and training webinars conducted by the Title VI Specialist and the National Highway Institute. The tools provided allowed the Title VI Specialist and the Title VI Liaisons to plan on how to capture accurate demographic data and extend public outreach and equity input throughout each region. The review of this section showed no discriminatory action</p>	<p>During the evaluation of FFY 2023, the Title VI specialist noted two deficiencies. Firstly, it is important to acknowledge that TTY only provides accessibility for individuals who are deaf, hard of hearing or have speech impediments. However, the term "disability" encompasses a much wider range of groups, and equal accessibility must be ensured for all individuals, with or without disabilities. Secondly, it was observed that all liaisons are aware of the Title VI Training Video: Title VI Essentials, which is one of three training videos.</p> <p>FFY2024 Goal: <a href="#">Training/ Public outreach</a></p>

Research	No deficiencies were found during this reporting period. (FFY2023)	The Title VI Specialist coordinates with the Title VI Liaison to organize and disseminate current training material from The Research Development and Technology Transfer (RD&T2) section, the National Highway Institute (NHI), and other DOT&PF training resources. The review of this section showed no discriminatory action.	In FFY24, the Title VI Liaisons and the Title VI Specialist will work with FHWA for additional Title VI training. Additionally, FFY24 will receive Title VI & Equity Best Practices Training by WSP <a href="#">FFY2024 Goal: Training &amp; development of Research projects pertaining to Title VI</a>
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## COMPLAINTS

At the conclusion of this reporting period, no ongoing Title VI or ADA complaints were filed with the DOT&PF CRO. However, the CRO Title VI Specialist has resolved unofficial complaints before an official complaint was filed in FFY2023.

## GOALS FOR FFY2024

### TRAINING

Develop Microsoft Teams, WebEx, and Skype training modules on Title VI and ADA for DOT&PF staff. Planned training topics include:

- DOT&PF Title VI Program
- Title VI Compliance Overview Training
- Environmental Justice
- Demographic Data Gathering
- Holding Accessible Meetings
- Maintaining Accessible Rights of Way
- ADA
- Inclusive Customer Service
- Develop Interactive Demographic Map for Title VI Purposes
- On-Boarding for New Title VI Liaisons
- Web-Site Development/Online Access
- Title VI, LEP, EJ, and ADA Outreach (NR, CR, SR)
- In-Depth Program Reviews
- Active Public Transparency and Outreach

### ENSURING ACCESS IN NEW TECHNOLOGIES AND WEBSITE DEVELOPMENT

New technologies provide increased opportunities for reaching traditionally underrepresented populations and pose challenges for users with disabilities. The task of ensuring access will be continual as program areas frequently update elements of the programs. The Title VI Specialist will work with program areas to ensure that new features are accessible to everyone.

In addition, the Title VI Specialist will audit websites for ongoing projects to ensure that they meet sections 504/508 Rehabilitation Act of 1973 requirements. If some elements that cannot meet needs are included, the Title VI Specialist will work with program areas to ensure that an equivalent alternative is offered.

The Title VI Specialist will also continue to build the CRO website with updated Title VI and ADA Training, ADA pedestrian facility accessibility, LEP, and U.S. Census information.

## EXPAND DEMOGRAPHIC DATA COLLECTION

Sections within the DOT&PF have difficulty collecting demographic data for the program areas because all information disclosure relating to demographics is voluntary. This lack of data renders the Title VI Specialist unable to detect and remedy patterns of discrimination in programs and services. The Title VI Specialist will continually work with program areas to ensure that self-reported demographic data is collected in critical program areas.

The Title VI Specialist will examine the potential for collecting demographic data from various surveys like publicinput.com during virtual public meetings, virtual open houses, and project websites as our public participation efforts transition to more online. In addition, as meetings and presentations have gone virtual, the Title VI Specialist will continue to work with departments to obtain demographic data at DOT&PF-sponsored events.

**FFY2024 Goal:** Expand demographic data collection processes and discover new technologies to assist with data collection.

## LIAISON DEVELOPMENT

The Title VI Specialist worked with new Title VI Liaisons' and their responsibilities and onboarding as it relates to each section's Title VI requirements. Additionally, the Title VI Specialist is responsible for assisting program Title VI Liaisons within the DOT&PF for Title VI and ADA training virtually or in person. Title VI Liaisons development requires training with the Title VI Specialist and other DOT&PF, technical and Federal partner's resources.

**FFY2024 Goal:** On-boarding training for new Title VI Liaisons.

## LIMITED ENGLISH PROFICIENCY (LEP)

The current DOT&PF LEP Plan was written using data from the 2020 U.S. Census. Alaska's immigrant population continues to grow these communities mustn't be overlooked; therefore, the updated LEP plan includes the following:

- An updated Four-Factor Analysis using 2020 Census and 2020 American Community Survey Data
- A list of translation service resources for DOT&PF staff.
- Updating the LEP maps which will allow DOT&PF staff to determine potential LEP considerations in a project area.
- Title VI Community Council Outreach Committee.

## PROGRAMS AND MANUALS

The CRO will continue to provide comment, review, and guidance as necessary on Sub-recipient Title VI Plans, procedures manuals, and standard operating procedures when manuals are updated.

## PROGRAM REVIEW

### INDIVIDUAL PROGRAM REVIEWS – Planning

In FFY2023, the Title VI Specialist selected one program area to conduct an in-depth review for Title VI Compliance, and all three region Planning Chiefs were chosen to provide a detailed account of how Planning prioritizes projects and improvement projects equitably throughout each region. Additionally, they described the steps taken to ensure that the project selection criteria factors in all aspects in compliance with Title VI and ADA regulations and requirements. They also covered the measures taken or strategies taken to identify community engagement considerations and potential equity impact.

In reviewing Planning, the Title VI Liaison sent an additional request for information questionnaire. As well as the questionnaire, the Title VI Specialist worked with the Title VI Liaison on Title VI requirements and the roles and responsibilities of the Liaison. The Title VI Specialist covered areas such as Location burden/benefits based, Impact benefits, access to destination and user based. Title VI implementation and impacts on projects, how to conduct outreach, complaint process and procedure, Title VI Law, Title VI case studies, Title VI training, and an overall review of how to implement Title VI within the program. The reports generated from these individual in-depth program reviews can be found here:

<https://dot.alaska.gov/cvlrts/docs/extra/Planning-Program-Review-Responses-09292023.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Program-Review-Planning-Chiefs-2023.pdf>

**FFY2024 Goal:** Selection of new programs to conduct in-depth program review.

## PROGRAM AREA REVIEWS

### ALASKA MARINE HIGHWAY

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## PUBLIC MEETINGS

Public meetings were well advertised using multiple methods across the regions and held at accessible locations or via teleconference. When meetings were hosted via teleconference, each community represented was given time to speak, ensuring that larger communities could not drown out the concerns of smaller communities. When meetings were in-person, they were held at accessible locations. Contact information for requesting reasonable accommodations was present on all postings, though none were requested. Demographic data was requested and collected during virtual meetings, and individuals were encouraged to give demographic data over the phone, though few chose to do so.

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## PUBLIC PARTICIPATION

AMHS held a series of community meetings, listening sessions, and teleconferences in various locations across the service area, including low-income and minority communities, throughout the summer of 2022 and 2023 in order to seek feedback on the ferry schedule proposed by AMHS. Communities and interested people can review and comment on the proposed schedule through February 7, 2023. In addition, public notices were sent using multiple media forms, including local public radio, in order to reach specific geographical areas.

AMHS has implemented Public Engagement for the Tustumena Replacement Vessel project via its [website](#) utilizing the Public Input engagement portal. The Tustumena Replacement Vessel Project Hub is the online home for outreach and listening efforts to shape the future of the newest vessel project in the AMHS fleet. Here the public can find opportunities to research, comment, and engage as a member of the public or as a vendor/contractor on this project.

AMHS continues to work with the U.S. and Canadian governments, and travelers planning to enter Canada from Alaska must now use [ArriveCAN](#) to provide mandatory travel information before and after entry into Canada. All service notices and public input can be found at the following links:

[Service Notices - Alaska Marine Highway System](#)

<https://publicinput.com/Y0711>

<https://dot.alaska.gov/amhs/fleet/trv.shtml>

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## INCORPORATION OF TITLE VI ELEMENTS

AMHS holds their bi-annual teleconferences on their seasonal schedules six months before implementation to incorporate comments into the plan. As a result, projects are created that support the operating schedule.

The Title VI Specialist is continually working with AMHS to develop an AMHS-specific Title VI and ADA training module for shoreside, terminal and vessel staff to ensure compliance with the ADA and Civil Rights Act requirements and associated regulations that meet the requirements for all Federal and State laws.

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## EQUITABLE PROVISION OF SERVICES AND FACILITIES

No concerns were raised during bi-annual meetings about inequitable treatment for rural, minority, or low-income communities. However, concerns were raised about ADA and the Tustumena Replacement Project, but it was noted that The Tustumena Replacement Vessel will be equipped with ADA-compliant accommodations. This will include staterooms, stateroom bathroom facilities, public restrooms, and both interior and exterior public spaces.

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## ADDRESSING PUBLIC CONCERNS

AMHS receives comments through email, mail, and over the phone (including TTY), public

meetings, and onboard comment cards. AMHS either provides follow-up questions or confirmation for the comments that are received and recorded. All comments are considered in the decision-making process. No comments were received in languages other than English, but AMHS is aware of its responsibilities to meet the needs of LEP users and will translate comments and responses if needed.

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## PROGRAM MANUALS AND DIRECTIVES

### TRAINING

The Title VI Specialist will continue to provide and facilitate training as appropriate for AMHS staff.

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### COMPLAINTS

No Civil Rights Complaints were received by the AMHS in FFY2023.

## CONSTRUCTION

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### PUBLIC MEETINGS

During FFY2023, Construction held in-person and virtual public meetings and supplemented it with increasing social media strategies to engage new audiences. Opportunities to provide demographic data through self-identification were present at all public meetings and open houses, and this information was adequately tracked and gathered. The Title VI Specialist will work with Construction (and other program areas) to develop methods for tracking demographic data.

DOT&PF continued to hold hybrid meetings on accessible digital platforms and provide information on requesting accommodation on promotional materials. As we continue the trend toward non-traditional information dissemination, DOT&PF must ensure that new tools for conveying information, such as interactive exhibits, are accessible to all persons, regardless of ability. The Title VI Specialist intends to hold hybrid accessible meetings, which is documented as an FFY2023 goal.

Northern Region 2023 Construction Map can be found on the following sites:  
[constructionmap.pdf \(alaska.gov\)](#)

Central Region 2023 Construction Map can be found on the following sites:  
[Central Region CY23 Map \(alaska.gov\)](#)

[Anchorage CY23 Map \(alaska.gov\)](#)

[MatSu CY23 Map v.2 \(alaska.gov\)](#)

[Kenai CY23 Map \(alaska.gov\)](#)

Southcoast Region 2023 Construction Map and Projects in Development can be found on the following site:

[Southcoast CY23 Map \(alaska.gov\)](https://alaska.gov/development-map)

[development-map.pdf \(alaska.gov\)](https://alaska.gov/development-map.pdf)

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## PUBLIC PARTICIPATION

Construction utilizes multiple methods to engage diverse audiences (radio, social media, and television advertisements) and targeting methods for regional needs, such as using bulletin boards at local post offices and newspapers in more remote locations. Northern Region hosts an annual Super Open House to allow the public to engage in multiple local projects and provide feedback at one event. Central Region hosts two annual Transportation Fairs in Anchorage and Wasilla for the same purpose. In Southcoast Region, a Construction Spring Fling is usually conducted for the public to hear and receive information from DOT&PF personnel on local projects. The Southcoast Region did not hold the Construction Spring Fling in this reporting period.

Construction is also focusing on an increased definition of “user” for public participation efforts. The goal is to better include non-motorized users in the public participation efforts. Non-motorized users, those using transit, bike, or walking, are disproportionately low-income and minority and these increased efforts help to spotlight the needs of those communities.

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## ADDRESSING PUBLIC CONCERNS

Construction provides multiple avenues for the public to submit comments on ongoing projects, including mail and email, phone, project websites, field offices, and local representatives.

Comments are provided to the project’s construction manager and responded to as they are received. Some comments require further discussion by project staff and go up the supervisory chain until an appropriate response can be provided. Prompt responses to public comments are encouraged, but response time can vary with the complexity of the inquiry.

All regions can accept and respond to comments in all languages, though all comments received in FFY2023 were in English.

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## PROGRAM MANUALS AND DIRECTIVES

No program manuals are currently under review for Construction. However, the Title VI Specialist continues to work with the Statewide Construction Managers to ensure that all standard specifications, associated directives, and program activities comply with the accessibility guidelines outlined in the ADA Accessibility Guidelines, Manual of Uniform Traffic Control Devices. Additionally, exchange information between groups during the monthly meeting between Construction, SW specification construction engineer, finance, and the CRO to



discuss needed changes to specifications or manuals. As well as an information exchange between the groups.

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## TRAINING

All Construction Title VI Liaisons meet bi-annually with the CRO, and the Title VI Specialist provides updates on any relevant program information. Construction requested continued meetings to highlight program changes. Southcoast Region, Central Region, and Northern Region all attended Title VI or ADA training entirely or portions of the activities. The Title VI Specialist sends information and the training presentation to all three regions for those who could not participate in person.

**FFY2024 Goal:** Training on Title VI and ADA Essentials, Data collection and onboarding for new Title VI Liaisons

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## COMPLAINTS

No complaints regarding Construction activities were received by the DOT&PF in FFY2023.

## CONTRACTING

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### EQUITABLE PROVISION OF SERVICES AND FACILITIES

Contracting works diligently to ensure that all contracts are administered in a standardized manner. Standardized forms are utilized for all contracts, which include the required nondiscrimination assurances. These assurances emphasize that federal nondiscrimination policies apply to all DOT&PF sub-recipients, contractors, and sub-contractors of DOT&PF as Federal funding recipients.

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### PROGRAM MANUALS AND DIRECTIVES

No new program manuals or directives are currently under review.

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## TRAINING

The Contracting Officers in the Northern, Central, and Southcoast Regions attended the online Title VI training and presentation given by the Title VI Specialist.

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## COMPLAINTS

No complaints regarding Contracting activities were received by the DOT&PF in FFY2023.

## MAINTENANCE AND OPERATIONS (M&O)

M&O is currently updating the priority evaluation road plan when it comes to snow removal, brush cutting, and any other aspect of maintenance service provided throughout the state.

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## EQUITABLE PROVISION OF SERVICES AND FACILITIES

Roadways maintained by the State of Alaska are prioritized by traffic volume and the FHWA highway classification system. High-volume routes and streets that connect rural communities to the primary road system are prioritized higher than low-volume, local roads. Road prioritization fluctuates seasonally, and seasonal priorities are [published](#) and available to the public.

Complaints about road and sidewalk maintenance are responded to by sending M&O staff to investigate the area and correct the problem immediately or communicate with staff in other regions if the issue requires a more comprehensive solution.

If there is a complaint or inquiry about highways or road construction, the complaint is sent to the Title VI Specialist.

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## PROGRAM MANUALS AND DIRECTIVES

M&O activities are governed by the Alaska Highway Maintenance and Operations Handbook, which instructs employees to “Always follow DOT&PF, standards, policies, and procedures,” including all procedures relating to civil rights.

No new programs or manuals are currently under review.

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## TRAINING

All Regions have access to the online Title VI training portal on the T2 calendar. Additionally, all regional Title VI Liaisons attended web-based presentations and bi-annual training during the reporting period.

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## COMPLAINTS

No complaints regarding M&O activities were received by the DOT&PF in FFY2023.

## PRELIMINARY DESIGN & ENVIRONMENTAL (PD&E)

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## PUBLIC MEETINGS

When meetings were held, PD&E held all meetings at accessible, centrally located facilities, and the Title VI Specialist reviewed public meeting documents. Mailings were sent to nearby residents, informing them of upcoming opportunities for engagement, and reasonable accommodation information was included on all notices and mailers. Online announcements, newspaper ads, flyers, stakeholder engagement, posters, and social media were also utilized. Though PD&E uses technological trends and considers social media to broaden the scope of engagement activities, staff noted that direct mailers are the most equitable. Currently, PD&E uses virtual methods to hold public meetings through Microsoft Teams, Facebook Live, and Zoom.

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## PUBLIC PARTICIPATION

The preliminary design and environmental (PD&E) phase of DOT&PF State of Alaska projects allows the public to submit comments through various means. These include written comments, which can be sent via email or phone to the project manager and environmental analyst, whose contact information is published in newspapers and online notices. At public meetings, participants may submit written comments on comment sheets or by email using the contact information provided in the outreach materials. It's important to note that the public can submit comments at any point during project development, not just during the PD&E phase.

In FFY2023, innovative public engagement techniques, including new technology and social media, were employed to broaden outreach to all communities. The project also partnered with local government units and hired public participation consultants to facilitate engagement.

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## EQUITABLE PROVISION OF SERVICES AND FACILITIES

PD&E uses community data from the Alaska Department of Commerce, Community, and Economic Development (ACCED) and the Environmental Protection Agency (EPA) EJ Mapper tool to determine if a project may have disparate impacts on low-income and minority communities.

PD&E collects demographic information at all public meetings using sign-in sheets, which can provide insight into whether targeted outreach methods have been effective.

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## PROGRAM MANUALS AND DIRECTIVES

PD&E continues to develop its [Environmental Procedures Manual](#). As components of the manual are evaluated, the CRO will provide resources and support in sections addressing traditionally underrepresented populations and environmental justice.

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## ADDRESSING PUBLIC CONCERNS

PD&E provides multiple avenues for the public to express their concerns through public meetings, project websites, email, phone, and in-person. In addition, PD&E staff is willing, in some instances, to meet with residents on-site to discuss how a project could impact their property.

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## TRAINING

The Title VI Liaison attended the virtual training conducted by the Title VI Specialist.

**FFY2024 Goal:** The Title VI Specialist will look to conduct an in-depth review of PD&E.

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## COMPLAINTS

No complaints regarding PD&E activities were received by the DOT&PF in FFY2023.

## PLANNING

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### PUBLIC MEETINGS

The local Metropolitan Planning Organizations hold most public meetings in the Northern and Central Region (MPO): FAST Planning and AMATS. Southcoast does not collaborate with an MPO and directly facilitates more public involvement than the other regions.

All meetings facilitated by Planning were held at accessible facilities. If an accessible location cannot be found, planning personnel will seek to find a location and provide amenities to meet accessibility standards. Meetings were advertised through newspaper ads, public service announcements, radio, and other methods. For Southcoast, meetings were held in hub communities, and more remote communities were mailed an informational newsletter which offered a mechanism for providing comments. All printed outreach materials included the required reasonable accommodation language and a TTY number.

### PUBLIC PARTICIPATION

The Community Transportation Program (CTP) is a competitive surface transportation program held every 3 years and administered by the Alaska Department of Transportation & Public Facilities (DOT&PF). The CTP solicits community input, nominations, and project sponsorship. Development of projects includes:

- Identifying needs through public outreach and involvement.
- Evaluating and scoring eligible projects by a board.
- Prioritizing and selecting projects to award.

Awarded projects will be developed and managed by DOT&PF.

The Community Transportation Program (CTP) and the Transportation Alternative Program (TAP) are competitive surface transportation programs to preserve, upgrade or create new roads, bridges, and trails outside the Metropolitan Planning Organizations (Anchorage & Fairbanks) boundaries.

### INCORPORATION OF TITLE VI ELEMENTS

Planning prioritizes meetings at accessible locations and provides accommodation language on all flyers. In addition, community data from the Alaska Department of Commerce, Community, and Economic Development was used to evaluate the need for interpreters or increased underrepresented stakeholder outreach.

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## ADDRESSING PUBLIC CONCERNS

Comments are received through the mail, email, phone, and various social media platforms for all projects and are recorded and responded to in the manner they were received.

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## PROGRAM MANUALS AND DIRECTIVES

There are no program manuals currently under review for Planning.

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## TRAINING

Liaisons received Title VI training in FFY2023. The training was provided by the Title VI Specialist and attended by the Title VI Liaisons.

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## COMPLAINTS

No complaints regarding Planning activities were received by the DOT&PF in FFY2023.

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## RESEARCH

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### EQUITABLE PROVISION OF SERVICES AND FACILITIES

Research ensures nondiscrimination by requiring nondiscrimination clauses in all contracts and by contracting with publicly funded universities needed to develop and follow Title VI policies under the U.S. Department of Education.

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### PROGRAM AND MANUALS

The Research Development and Technology Transfer Section (RD&T2) is managed under the Statewide Design and Engineering Services Division. RD&T2 made no changes to the Standard Operating Procedures but has updated some training materials.

There are currently 40 active research projects in FFY2023.

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## TRAINING

Alaska LTAP/T2 Training-Fall course for FFY2022 via online module training:

- [Project Management](#) – General UAA – Zoom (September 24, 2022 – October 4, 2022) (October 10, 2022 – October 17, 2022) [*DOT&PF Employees Only*]
- [FAA: Airport Pavement Design and Evaluation Workshop](#), Anchorage (October 2022)
- [NHI-134077 Contract Admin Core Curriculum](#), Juneau, Anchorage, Fairbanks (October 2022)
- [NHI 151050 Traffic Monitoring Programs: Guidance and Procedures](#), Anchorage (October 2022)
- [Construction Critical Thinking for Contract Changes](#) – 3-Day Workshop, Fairbanks, Anchorage (November 2022)

- [Designers Critical Thinking for Contract Changes](#)- 1-Day Workshop, Fairbanks, Juneau (November 2022)
- [NHI-131139 Constructing and Inspecting Asphalt Paving Projects](#)-Anchorage (November 2022)
- [NHI 133121 Traffic Signal Design and Operation](#)- Anchorage (November 2022)
- [Rock Blasting and Overbreak Control](#)- Anchorage & Juneau (November)
- [NHI-134037V Managing Highway Contract Claims](#): Analysis and Avoidance-Virtual Delivery (December 2022)

Title VI training for management has been requested through the FHWA Resource Center. The earliest anticipated date of in-depth Title VI and Equity Best Practices Training by WSP for DOT&PF project managers and upper management is FFY2024.

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## COMPLAINTS

No complaints regarding Research activities were received by the DOT&PF in FFY2023

## RIGHT-OF-WAY (ROW)

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## APPRAISALS, NEGOTIATIONS, CONDEMNATIONS

ROW reported the following for FFY2023.

- **Northern Region:** 48 Appraisals, 69 Parcel Negotiations, 1 Condemnations, 68 Waiver Valuations.
- **Central Region:** 13 Appraisals, 0 Waiver Valuations, 31 Parcel Negotiations, 6 Condemnations, 3 Relocations.
- **Southcoast Region:** 4 Appraisals, 45 Parcel Negotiations, 0 Condemnation.

The Title VI Specialist was unable to detect any patterns of discrimination due to the lack of available demographic information. To address this issue, the Title VI Specialist collaborated with the NR, CR, and SR Title VI Liaisons to gather all the available data to create an After-Action Survey. This survey will collect stakeholder demographic information after property acquisitions to ensure that all potential patterns of discrimination are identified and addressed.

**FFY2024 Goal:** Title VI training/ demographic data collection/ After Action Survey

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## COMPLAINTS

No complaints regarding ROW activities were received by the CRO in FFY2023

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## STATE EQUIPMENT FLEET (SEF)

## CONTRACT ADMINISTRATION

SEF uses a standardized bidding procedure that includes contact information for bidders with disabilities. SEF procurements all comply with procurement rules and federal standards. For state-funded procurements, the appropriate bidders' preferences are applied to all bids for Alaska bidders, women/minority-owned businesses, etc. These preferences are applied to the evaluation process in percentage reductions from the actual bid price. Submission bids are accepted based on cost estimates precluding subjectivity or potential discrimination in the award.

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## PROGRAM MANUALS AND DIRECTIVES

No program manuals are currently under review.

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## TRAINING

The SEF Liaison was invited to the bi-annual Title VI Liaison meeting on January 26th, 2023, and June 29th, 2023, to receive Title VI training.

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## COMPLAINTS

No complaints regarding SEF activities were received by the DOT&PF in FFY2023.

### ANCHORAGE METROPOLITAN AREA TRANSPORTATION SOLUTIONS (AMATS)

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## PUBLIC MEETINGS

AMATS launched its Public Input is an engagement platform, geared towards government, that will let AMATS track participation across our planning projects. By centralizing outreach, the public can know what to expect from AMATS and where to go to find upcoming opportunities. The platform will track where, when, and how disadvantaged communities are engaging with AMATS using the Equity Mapping Tool. This tool maps participation and overlays it on census areas. Overtime, AMATS can identify areas where participation is low and seek out targeted engagement strategies. Each project set up in the platform comes with a customized email address, phone line, and the option to send SMS texts, to expand participation avenues.

Project and Meetings – At this time AMATS has not received any deficiencies regarding Title VI. These are the ways AMATS works on making our process more inclusive.

- a. Projects – For the MTP, the criteria were revised with the current update to include a criterion under Goal 6 Equity that focuses on EJ populations, which includes race, color, and national origin.
- b. Projects – For the TIP, the criteria were revised with the 2023-2026 development to include a Health Equity Areas criterion which focus on underserved populations that include race, color, and national origin.

c. Projects – The AMATS Nonmotorized Plan developed the Healthy Equity Areas that are used in other AMATS plans, such as the TIP.

d. AMATS Meetings – A virtual option has been added for meetings (committee and planning projects), recordings are made available online after meetings, meetings are posted to YouTube. Every meeting is held in an area along or near a transit route. Public Input expands upon this even more by provide an opportunity to comment without having to attend the meeting if sent ahead of time. Public Input provides another option to participate in public meetings via voicemail. Meetings and public events are advertised in a consistent manner. Advertised meetings are sent to the AMATS contact list, social media posting, postings to the MOA events calendar, on the main AMATS website, and listed in the new Public Input Platform. Participation opportunities for planning activities are also posted to the MOA Next-door account.

3. Now that Public Input is online AMATS will have the ability to analyze outreach efforts and identify areas where targeted outreach could be considered for vulnerable populations, including race, color, and national origin. AMATS staff is now working on monitoring this information as it grows.

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## PUBLIC PARTICIPATION

AMATS embraced technologies for engaging new audiences in FFY2023, including using Google Forms (which automatically translate to a person’s default language settings and are screen-reader accessible), using ArcGIS interactive maps, asking demographic questions in online surveys, and reducing visual clutter in documents to communicate project information to all individuals effectively.

Each year when recruiting for the Citizen’s Advisory Board, AMATS actively sought to recruit board members reflective of the diversity in Anchorage.

AMATS continued ambitions for functional public meetings are as follows:

### **BE ENGAGING**

All meetings and workshops will be structured with agendas that define the topics for discussion. Workshops will be designed to be lively, fun and encourage interaction among participants. Events will encourage participants to work together to find common ground and consensus around challenging and important issues.

### **BE INFORMATIVE**

The events, conversations, meetings, and other activities that occur as part of the process will be targeted at soliciting input. Events will focus on educating and informing participants about what is known about the area and the realistic possibilities for its future. Thorough background information will be provided so that participants can engage in meaningful and influential conversations. Where appropriate, the project team will provide information for participants to “study” before critical community events by offering agendas, memoranda, reports, and other materials ahead of time.



## **BE TRANSPARENT**

It is vital to the project's success that Municipality of Anchorage (MOA) staff remain transparent and accessible to the public. Therefore, the public will be notified of all meetings, and the results from those meetings will be made available. In meetings held by AMATS staff, one, if not all, areas' projects are covered within the forum, and results and comments from AMATS members are shared with the public during public outreach events.

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## INCORPORATION OF TITLE VI ELEMENTS

AMATS provides their [nondiscrimination assurances](#), [Title VI & LEP Plan](#), discrimination complaint [procedures](#) and [form](#), and resources in Hmong, Spanish, Korean, Samoan, Yupik and Tagalog as well as other languages on its website.

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## EQUITABLE PROVISION OF SERVICES AND FACILITIES

AMATS used socioeconomic data to help forecast where vulnerable populations might be located based on housing and income demographics. Housing density was examined as part of Bike/Ped planning efforts and the development of the updated land-use plan. In the future, AMATS will use this data to better analyze and invest in transportation infrastructure to serve the needs of these communities.

The equity analysis performed for the non-motorized plan update considered demographic factors that, when combined, indicated concentrations of historically vulnerable populations. Active transportation investments in those areas were included to help alleviate a broader range of issues, including access to jobs, education, and/or healthcare.

AMATS added access to transit (transit users are disproportionately low-income and/or minority) to their ranking criteria for projects included in the Transportation Improvement Plan (TIP) and Metropolitan Transportation Plan (MTP).

As AMATS begins work on the 2050 MTP, they have committed to a “robust public involvement... including outreach to underserved populations and LEP [populations].” The 2050 MTP Appendix A: Environmental Justice provides a thorough analysis of the impacts of planned AMATS decisions on low-income and minority populations.

The AMATS Bike/Ped Advisory Board includes three members representing underrepresented populations in Anchorage.

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## ADDRESSING PUBLIC CONCERNS

AMATS receives comments in person at meetings and by phone, mail, email, project websites, and surveys. These comments are individually responded to by AMATS staff, compiled into a response summary, and reviewed by Technical and Policy Committee members for potential inclusion in project documents.

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## PROGRAM MANUALS AND DIRECTIVES

AMATS Current Public Involvement Plan

[AMATS Safety Plan Final Public Involvement Plan.pdf](#)

AMATS is currently working with the Municipality of Anchorage on an LEP Plan. The current LEP plan will be revised as new technology and ways to better the plan is in development.

**FFY2024 Goal:** AMATS have informed the Title VI Specialist regarding staffing. Title VI Specialist will be working with the Title VI Liaison to aid AMATS personnel in the development of a current Title VI Program Plan.

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## TRAINING

AMATS Liaison was invited to the bi-annual Title VI Liaison meeting on January 26th, 2023, and June 29th, 2023, to receive Title VI training. Additionally, there is the Title VI Essential training video located on the CRO website.

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## COMPLAINTS

No complaints regarding AMATS activities were received by the DOT&PF in FFY2023.

## FAIRBANKS AREA SURFACE TRANSPORTATION PLANNING (FAST PLANNING)

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### PUBLIC MEETINGS

FAST Planning advertises meetings on the organization's website ([www.fastplanning.us](http://www.fastplanning.us)) using an online calendar. Meetings are also advertised with newspaper ads twice per meeting, multiple online public notice systems and bulletin boards, and social media sites such as LinkedIn, Instagram, Twitter, and Facebook. FAST Planning is utilizing the Zoom meeting platform to conduct all public meetings. The FAST-Planning meeting materials can be found here: [fastplanning.us/meetings/](http://fastplanning.us/meetings/)

Demographic data is collected through self-identification on the [FAST Planning virtual sign-in sheet](#) that the meeting host for FAST Planning posts in the Zoom meeting chat box. Unfortunately, the data collected with this sign-in method is not always equivalent to, or representative of, the number of meeting attendees visible in the actual zoom meeting. Instead, it

is used as a cross-reference for the physical list that FAST-Planning staff creates as meeting attendees enter the Zoom meeting. FAST Planning hopes that as meeting attendees become more familiar with virtual meeting spaces, the use of the online sign-in sheet will increase.

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## PUBLIC PARTICIPATION

FAST Planning hosts several regularly scheduled meetings throughout the year. Our Policy Board, Technical Committee, and Bicycle and Pedestrian Advisory Committee meet monthly, and the Project Enhancement Committee meets quarterly. When advertising these meetings to the public utilizing social media, the newspaper, local radio PSAs, and the State of Alaska and Fairbanks North Star Borough Online Public Notice Systems, FAST Planning strives to use inviting and encouraging language for all to participate. FAST Planning advocates for public participation and involvement. FAST Planning also aims for transparency with its plans and projects by promptly posting all meeting materials, action items, and minutes to its website. FAST Planning utilizes Zooms for all of the meetings. FAST Planning uses public meetings and takes public comments on all proposed actions.

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## INCORPORATION OF TITLE VI ELEMENTS

FAST Planning displays their nondiscrimination assurances on their website and in public facilities including contact and complaint information.

FAST Planning also incorporates many Title VI elements throughout its programs.

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## EQUITABLE PROVISION OF SERVICES AND FACILITIES

FAST Planning is in the process of creating a Ladders of Opportunity Plan to increase the accessibility of essential services to traditionally underrepresented populations. As Ladders of Opportunity is an ongoing process, the Title VI Specialist will work closely with the Title VI Liaison on this area of the program.

FAST Planning staff has created dot-density analysis (Low Income, Minority, and LEP Individuals) maps that will aim to help the organization and its affiliates better evaluate potential impacts on low-income and minority communities.

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## ADDRESSING PUBLIC CONCERNS

FAST Planning receives comments via mail, email, their website, in person, and on comment forms. All comments are responded to individually via email and responded to in a Public Responsiveness Summary for each project or program.

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## PROGRAM MANUALS AND DIRECTIVES

The current Title VI Plan for FAST Planning is the FMATS Title VI Plan approved by the FMATS Policy Board on September 29, 2023. No other changes to program manuals and directives.

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## TRAINING

Olivia Lunsford (Title VI Liaison, Transportation Planner), Corey DiRutigliano (Transportation Planner), and Jackson Fox (Executive Director) attended a number of conferences and trainings throughout the year to remain updated on best practices in planning, including Title VI measures. All three of these FAST-Planning Employees attended the Alaska American Planning Association (AK APA) & Western Planner conference in Anchorage in FFY23. This conference always does an excellent job of highlighting environmental and social justice in planning in the State of Alaska with sessions this year like “How to Successfully Incorporate Environmental Justice and Equity in Our Work”, “Meeting Mobility Needs by Pairing Big Data with Community Driven Planning”. Corey DiRutigliano who was tired as a Transportation Planner for the Transit Plan Updates attended the Title VI & Public Transit Planning Rutgers Training, offered in January of 2023. He also attended APTA Tech in Anaheim, CA which incorporated equity into several of their sessions, particularly surrounding fare, payment, and access.

Olivia is hoping to register for Rutgers’ Advanced version of the Title VI and Transit Training before FFY25. The ones for FFY24 have been full for a while.

Jackson Fox, the Executive Director for FAST Planning also attended multiple sessions on equity in transportation at the National APA Conference in Philadelphia.

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## COMPLAINTS

No complaints regarding FAST Planning activities were received by DOT&PF in FFY2023.

However, FAST Planning would like to express our reservation that the STIP appears to have been developed internally without meaningful input from stakeholders throughout the State. In accordance with 23 CFR 450.218 and 23 USC 135(g)(2) the State shall develop the STIP in coordination and cooperation with MPOs, Regional Planning Organizations (RPOs), nonmetropolitan local officials, and tribal entities. These consultations did not occur while the STIP was being developed; rather, the STIP appears to have been prepared internally and published for a 45-day public comment period as the sole opportunity to begin engaging with the Alaska DOT&PF on regional project priorities.

## Annual Title VI Area Questionnaires

### Alaska Marine Highway

DIVISION INFORMATION			
Title VI Program Liaison	Vendula Cadiente	Title	Administrative Assistant 3
Region	Alaska Marine Highway System	Phone	907-228-7267
How many years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	vendula.cadiente@alaska.gov
PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
<p>Please attach a list of public meetings held by AMHS during FFY23 along with the number of attendees and any demographic data collected.</p>	<p>DOT &amp; PF Public Review of 2023 Summer schedule was conducted on 1/27/2023 at 10 am for Southeast Schedules and at 1:30pm for Southwest and Southcentral schedules. ( Summer Schedule packet for public comment, playbook areas where to submit comments for specific areas and Teleconference call in information is attached.</p> <p>DOT &amp; PF Public Review of 2023/2024 Winter Schedule was conducted on 7/13/2023 at 10 am for Southeast Schedules and at 1:30pm for Southwest and Southcentral schedules ( Winter Schedule packet for public comment, playbook areas where to submit comments for specific areas and Teleconference call in information is attached..</p> <p>Final spreadsheet with data collected from playbook or written comments are attached.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub Deficiency</p>	<p>Please see Appendix B</p>
<p>What efforts did AMHS staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?</p>	<p>Because AMHS uses public participation notifications in accordance with State requirements for public notice it assumes that it meets the compliance requirements for promotion of diverse public participants without added efforts. AMHS public notice goes further in that they include all communities in areas it serves, public educational facilities in the areas it serves, and other communities. Public notices are advertised</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub Deficiency</p>	<p>The Title VI Specialist met with the AMHS Liaison on September 26th, 2023 to review the responses submitted to the CRO.</p>

	Statewide through the GovDelivery Subscription Service. The Department also utilizes and advertises public meetings on its social media sites (Facebook ( <a href="https://www.facebook.com/AlaskaMarineHighway">https://www.facebook.com/AlaskaMarineHighway</a> ), Instagram (@alaskamarinehighway), AMHS Website ( <a href="#">Alaska Marine Highway System - The Alaska State Ferry</a> ), Twitter (@AlaskaDOTPF), which allows all areas within the State to participate		
What steps were taken to represent these populations in the community participation process?	Meeting announcements were published through GovDelivery Subscription Service and through Alaska Online Public Notices. In addition, scheduling notifications are shared on social media and to the department makes notifications to numerous community group pages that have requested notifications from the department. Reference above Comment for added websites where notifications are published.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	New Service Area Playbook data collection has been implemented to be available online to public and is the go-to site for communities to view current service levels, to comment on service levels and vessel availability for the community.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	
What efforts were made to ensure meetings were accessible to persons with disabilities? Where were the meetings located?	Meetings were hosted on Zoom which allowed connection by internet or traditional phone call in. A public meeting was held in Petersburg, and at the AMHS HQ building in Ketchikan. The public is invited and encouraged to attend in person. No ADA requests were received for either meeting. AMHS can accommodate special needs and requests with advanced notice.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does AMHS plan on continuing to ensure representative participation in its outreach efforts?	Through community outreach and digital technology (Zoom/Teams) for discussions of scheduling. Notifications would continue using the Online Public Notifications Systems. Those Communities and individuals that have requested	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	specific notifications will continue to be contacted by the Department.		
PUBLIC PARTICIPATION			
Please describe AMHS's efforts to engage new/diverse audiences in FFY23.	Ferry Focus Groups were established to reach out to each community. Relationships with community leaders were established to inform and create “ambassadors” that are intended to act as a communication conduit between AMHS and their community members.	<input checked="" type="checkbox"/> Sufficiency <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This question and the above responses are used interchangeably in speaking with the Liaison.
If AMHS received requests for alternative formats or languages, was AMHS able to accommodate these requests?	No requests for alternate formats or languages were received during this reporting period. With advance notice the Department is able to comply with alternative formats of publications and language interpreters.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are Title VI considerations addressed through stakeholder involvement mechanisms?	Public can reach department via multiple media forums such as email, phone, Facebook messages, Instagram, Twitter. Public notification contains information related to Civil Rights and provides contact information.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Met with AMHS 09/26/2023 to clarify mechanisms used.
Please attach any Public Participation Plans for projects commenced during FFY2023.	AMHS did not develop any vessel projects requiring public participation plans during the FFY2023 reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of AMHOB short- and long- term operation plan and other AMHS functions.	The STIP and Long-Range Statewide Transportation Plan are part of AMHS Operations that include vessel, shoreside and terminal upgrades to improve vessel and terminal accessibility and service levels. AMHS is working with Consultant Elliott Bay Design Group on long- and short-term plans. Access upgrades are to improve ship’s capability at the terminals and docks, such as mooring structures, adding fenders, updating	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This is sufficient because AMHS follows a prescribed practice to ensure populations protected are included with short- and long-term plans through public comment periods.

	<p>bridges, cat walks etc.</p> <p>AMHS assists the Alaska Marine Highway Operation Board (AMHOB) with their efforts in planning both short- and long-term operation plan for the AMHS.</p>		
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
<p>What activities and/or studies were conducted in FFY2023 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the AMHS process.</p>	<p>Currently under review and being developed.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>AMHS is currently reviewing how to collect demographic information after travel experience. They will work with the Title VI Specialist to develop a nondiscriminatory process.</p>
<p>Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?</p>	<p>The Department designs vessels to meet operational parameters associated with their areas of use. The operational parameters involved in the construction and operations of vessels do not contribute to common environmental justice issues located in a community. Further, vessel design, operations, and mooring facilities do not contribute to Title VI discrimination. Smaller Feeder Vessels (Lituya, Tazlina, Hubbard, Aurora, LeConte) service the communities by operating from Juneau and Ketchikan. Mainline vessels (Matanuska, Columbia, Kennicott, Tustumena) are optimized for</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	



	<p>longer distances and higher speeds to operate between larger major communities. These vessels, due to their length, windage, and draft are unable to be used in smaller communities such as Angoon, Tenakee, and Hoonah in SE Alaska. In Prince William Sound the Aurora operates between the smaller communities of Whittier, Cordova, Valdez, Tatitlek, and Chenega. The Tustumena operates between Homer, Kodiak, and throughout the Aleutian Chain to Dutch Harbor. All vessels incorporate provisions for ADA access and travel. The vessels do not have the ability to transmit/receive TTY Calls. The vessels are not able to accommodate all non-English speakers. AMHS has the ability to transmit/receive TTY calls through the AMHS Reservations Office, and with advance notice is able to provide accommodations for all public meetings.</p>		
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	<p>Via email and SmartComment forms. Also via phone numbers provided on the AMHS website, press releases, and public notice announcements. Comments are also received through service area playbooks on the DOT&amp;PF website. Those comments are submitted through the SmartComment forms and included comments received specific to service and scheduling.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	<p>Comments are compiled and shared with AMHS Management. If a response is required, one is provided with input from AMHS leadership or through the "AMHS Charting the Course team.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	<p>The response and who provides or takes action is dependent on the nature of the comment. Those related to Civil Rights, ADA, or Staff are addressed by the responsible Department Managers. Most comments are positive and those are addressed by</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	the Marketing Department. Those related to vessel scheduling are addressed by the Vessel Scheduling and the Operations Manager who review & takes all comments into consideration when finalizing schedules.		
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	Vessel Projects are managed in accordance with the DOT&PF Construction Manual.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This manual is not currently under review, and is compliant with Title VI.
TRAINING			
What Title VI Training did AMHS staff receive in FFY23?	AMHS has an (ADA) passengers with special needs and an EEO course that includes ADA & accommodations for passengers with special needs. Training Specialist revised the AMHS Passengers with Special Needs course to include ADA and other supporting information about ADA Law (including Civil Rights Title VI/ADA and SOA support of ADA. This course is followed by the Civil Rights Title VI & ADA Power Point provided by Civil Rights. The two (2) courses are followed by an exam and hosted on the new AMHS Online Training Center.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would AMHS staff like to see in FFY2024?	Topic of discussion with CRO to find out what additional Civil Rights Title VI training is available. CRO is planning trip to Ketchikan next spring to do a quick overview on Civil Rights.		The AMHS will receive in-person Title VI training due to staff turnover.
COMPLAINTS			
Were any civil rights complaints received as a result of the AMHS process, e.g., public involvement activities, lack of coordination with tribal	No complaints were received during this reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

governments, contracting opportunities for AMHS projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.			
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## Construction

### Northern Region

DIVISION INFORMATION			
Title VI Program Liaison	Barbara L. Tanner		Title Engineer/Architect 4
Region	Northern		Phone 907-451-3057
			Email barbara.tanner@alaska.gov
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>		
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Construction during FFY2023 along with the number of attendees and any demographic data collected.	<p>Public meetings are typically held for significant or identified projects, depending on impact or project features. Several projects conducted Post Award Conference meetings which offered an option to attend online or telephonically. See the list below for project public meeting attendance sheets.</p> <ul style="list-style-type: none"> <li>• St. Mary's Airport Improvements</li> <li>• Shageluk Airport Access Rd</li> <li>• Selawik Barge Landing Access Rd &amp; Boardwalk</li> <li>• Shishmaref Airport Erosion Control</li> <li>• Point Hope Airport Runway Realignment</li> <li>• Aurora Drive Noyes Slough Bridge</li> </ul>		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency  See Appendix C for list of public meetings attendees.

	Replacement		
What efforts did Construction staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	All public meetings are open to public participation and input. When public meetings are conducted outreach to community members is made through different media outlets to reach a diverse audience. These range from traditional print newspaper and digital newspaper, AM and FM radio, message boards in the area, flyers, online through the DOT&PF project website and on social media. Additionally, project staff will attempt to attend various local community association and stakeholder public meetings when possible.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What steps were taken to represent these populations in the community participation process?	The information provided to represent the population is given voluntarily. Its goal is to ensure that the public is fairly and equally represented. Furthermore, a teleconference line is available for individuals in remote areas in case of inclement weather.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix C
Describe the processes used to identify which communities are represented at the public meetings, hearings, and online outreach.	<p>Post Award Conferences are typically held in rural communities off the road system. The following guidance has been used when considering whether to include a Contract requirement to hold a PAC.</p> <ul style="list-style-type: none"> <li>• <i>Incorporate the PAC special provision on projects in rural Alaska when all of the following criteria are met:</i> <ol style="list-style-type: none"> <li>1. <i>The community is not connected year-round by road to the National Highway System;</i></li> <li>2. <i>The project duration is sufficient to allow two months between award and the start of work;</i></li> <li>3. <i>The anticipated duration of work is longer than three months; and</i></li> <li>4. <i>The project estimate is \$5 million or greater.</i></li> </ol> </li> </ul> <p><i>Projects in rural Alaska that do not fall within</i></p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	<p>Rural</p> <p>092023@1300 meeting with T6L</p> <p>During the meeting with the construction liaisons, the Title VI Specialist identified a need for clarification regarding specific questions. It was discussed that while the PAC is typically present in rural communities, this approach may only be applicable to some communities. The staff's administration and review</p>

	<p><i>these criteria may incorporate this special provision after consultation with the Civil Rights Office.</i></p> <ul style="list-style-type: none"> <li>• <i>When using the PAC special provision: Prior to advertising the contract, Designers should provide Construction and the Civil Rights Office with any community contacts (municipal/tribal administrators, M&amp;O staff, etc.) that collaborated or provided information during the design.</i></li> </ul> <p>Additionally, other processes for those near or on the road system, open house, then sign in sheets would be available but the information would be voluntary.</p>		of surveys is another process altogether. However, the specialist and the liaison agreed that the questions must be clarified to ensure a sufficient rating
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>Project open houses are typically held in a central and accessible location near the project (i.e., community centers, schools, public facility). PAC's are also held at community centers or schools. Since Covid-19 most meetings have been conducted with an option to attend online or telephonically.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>How does Construction plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>By continuing to inform the public through the Department's website, announcements in local newspapers and radio spots, social media, alaskanavigator.org, electronic message boards, and hosting public open houses and PAC's.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
<p>Please describe Construction's efforts to engage new/diverse audiences in FFY23.</p>	<p>Northern Region will continue to engage the public through open houses and PAC's when COVID-19 protocols can be maintained with public safety. Outreach to local affected residents is typically through flyers, local media, Department's website, social media, alaskanavigator.org, etc. When possible, online/telephonic public meetings have</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	been conducted.		
If Construction received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	None received.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In the meeting with the liaisons, it was clear that construction would contact the CRO or review the LAP interpretation resources for LEP members..
Identify the methods available to the public to raise concerns before or during projects.	Project staff's contact info is posted publicly to provide community/stakeholders with a person to direct their concerns to. Additionally, the Department maintains an online social media presence that has given people another avenue to contact Department staff with questions or concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In speaking with the liaisons, it was noted that a prescribed matrix is used to assist the public in the event of any issues or concerns.
Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?	The department has the ability to receive TTY calls and can accommodate non-English speakers. If/when requests for content in alternate languages occur – we coordinate with the CRO or outside consultants to provide information in alternative languages. Construction related project decisions are focused on when to include a Post Award Conference in the contract documents. Other environmental justice considerations related to project development decisions are addressed through the Department's NEPA process during earlier project stages.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	22 projects were awarded.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Comments are received from the public at regional and project field offices, through mail and email, social media, over the phone, and through local representatives.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

What is done with the comments that are received?	Comments are given to the project's construction manager and project engineer and addressed as appropriate.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are generally responded to by project staff and depending on the comment assistance from other regional staff may be necessary.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY23? Briefly describe how the implications were resolved.	ADA & Title VI are part of the preconstruction process and addressed in the Design Study Report. Change Orders required to modify the details of ADA features may exist in Construction due to site specific adjustments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The Alaska Construction Manual (ACM) is continuously being reviewed for potential improvements and changes.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes. Any proposed changes to the ACM are reviewed and approved by Statewide.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did Construction staff receive in FFY23?	<ul style="list-style-type: none"> <li>• Title VI &amp; ADA Overview for all staff conducted by the AK DOT&amp;PF Civil Rights Office at the Construction Kick-Off Conference.</li> <li>• Staff on projects with ADA features received a general ADA overview from the Northern Region Design ADA Coordinator.</li> <li>• Pedestrian traffic control &amp; ADA was</li> </ul>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	covered in the AK DOT Construction Contract Administration of 643 Pay Items training.		
What Title VI/ADA Training would Construction staff like to see in FFY24?	NR Construction would like to continue receiving Title VI/ADA trainings applicable to construction that are similar to the trainings conducted in this past year.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Construction process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No complaints received	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Central Region

DIVISION INFORMATION			
Title VI Program Liaison	David A. Lee	Title	Engineering Assistant 3
Region	Central	Phone	(907) 269-0450
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/>	Email	<a href="mailto:Dave.lee@alaska.gov">Dave.lee@alaska.gov</a>
PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Construction during FFY23 along with the number of attendees and any demographic data collected.	N/A	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Regarding the liaison's response, they mentioned they are still determining if they received any



			documentation. The manager needs guidance on various aspects, such as sign-in sheets, procedures for online meetings, etc.
What efforts did Construction staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	Notifications of public meetings is done in open publication and online forum. Community specific projects also distribute flyers, mailers, and door hangers to the local residences and businesses.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What steps were taken to represent these populations in the community participation process?	Unknown	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In speaking with the other regions liaisons, it was expressed that sign in sheets are available to the public, however, this response is not sufficient and will be addressed in the CAP.
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	Sign in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement the persons attending must sign in.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts were made to ensure meetings were accessible to persons with disabilities?  Where were these meetings located?	Public Involvement literature on the DOT website for Public Open House notifications contain website links for information on the Title VI nondiscriminatory policy and a contact number for persons with disabilities who may need auxiliary aids, services, and/or special modifications to participate in public meetings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does Construction plan on continuing to ensure representative participation in its outreach efforts?	Construction will continue to provide outreach to the community in the form of public meetings and electronic information on the States website. Rural projects will perform PAC meetings prior to the beginning of construction to discuss the community concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			

Please describe Construction's efforts to engage new/diverse audiences in FFY23.	Construction will continue to provide outreach to the community in the form of public meetings and electronic information on the States website. Rural projects will perform PAC meetings prior to the beginning of construction to discuss the community concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Construction received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	Requests for information in alternative formats or languages will be taken down and forwarded to the Civil Rights Office along with any contact information for the requesting party.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Identify the methods available to the public to raise concerns before or during projects.	Public meetings are held prior to the beginning of construction and any concern can be put forward and addressed in the appropriate method. During construction the Project Engineer is the point contact for public comments or concerns. Those issues that cannot be resolved at this level are elevated to the Project Manager or higher.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	25	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Sign in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement the persons attending must sign in. Public Involvement literature on the DOT website for Public Open House notifications contain website links for information on the Title VI nondiscriminatory policy and a contact number for persons with disabilities who may need auxiliary aids, services, and/or special modifications to participate in public meetings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Information collected is reviewed by the Design Manager and Construction Manager if the concern deals with Civil Rights issue the comment would be forwarded to the AKDOT Title VI Specialist	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

How are comments responded to?	Comments are dealt with based on the nature on nature of the issue being raised. Typically, if the issue is project construction specific, the project engineer will contact the person directly to try and resolve the issue. If the complaint is more of a Civil Rights issue, it will be forewarned to the Title VI Specialist for response.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY23? Briefly describe how the implications were resolved.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Manuals that was mentioned at the meeting with the liaisons that are continuously reviewed:  Alaska Construction Manual, Alaska DOT&PF Standard Specifications, Alaska DOT&PF Standard Modifications, Alaska DOT&PF Statewide Special Provisions, 2023 Title VI Nondiscrimination Program Plan
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Construction staff receive in FFY23?	Training videos and documentation are made available to CR DOT Staff at the following website:	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<a href="#">Title VI Guidance and Useful Links - Civil Rights   Federal Highway Administration (dot.gov)</a>  <a href="#">Civil Rights Office, Transportation &amp; Public Facilities, State of Alaska</a>		
What Title VI Training would Construction staff like to see in FFY24?	We would like to see more in person training in the off season months as well as written guidance and online tutorials for new field staff hired at the beginning of the season		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Construction process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No. Central Region AKDOT has not had any complaints or grievances filed.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Southcoast Region

DIVISION INFORMATION					
Title VI Program Liaison	Paige Drayton		Title	DOT SR CON RCCL	
Region	Southcoast		Phone	907-465-1817	
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input type="checkbox"/>	Email	dot.sr.con.rccl@alaska.gov
PUBLIC MEETINGS					
Please attach a list of public meetings held by Construction during FFY23 along with the number of attendees and any demographic data collected.	No public meetings were held by Construction for federally funded projects during FFY 2023.			<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This was confirmed at the meeting with the liaisons on 09/2/2023

<p>What efforts did Construction staff use to promote diverse (ethnicity, age, sex, income, ability level) public participation?</p>	<p>All public meetings are open to public participation and input. When public meetings are conducted, outreach to community members is made through different media outlets to reach a diverse audience. These range from online through the DOT&amp;PF project website, social media, emails, phone calls, newspapers (traditional print and digital), radio, message boards in the area, and flyers.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What steps were taken to represent these populations in the community participation process?</p>	<p>Sign-in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement for the person attending to sign in.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.</p>	<p>Sign-in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement for the person attending to sign in.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>This and the above question is pretty much the same. The specialist will correct the G&amp;A questionnaire in FFY24</p>
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?  Where were the meetings located?</p>	<p>No public meetings were held by Construction for federally funded projects during FFY 2023. When project open houses are held, a central and accessible location near the project is chosen with an option to attend online or telephonically.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How does Construction plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>By continuing to inform the public through the Department's website, announcements in local newspapers, radio, social media, electronic message boards, and mailing flyers.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>PUBLIC PARTICIPATION</p>			
<p>Please describe Construction's efforts to engage new/diverse audiences in FFY23.</p>	<p>The Department provides information in various formats to reach a broad demographic including, but not limited to print, radio, digital, social media, direct mail, and electronic message</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	boards.		
If Construction received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	The Department did not receive language accommodation requests in FFY2023. If language accommodation requests occur in the future, the Department will consider utilizing online language translation application	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	It is known that if they require translation services, they can also contact the CRO.
Identify the methods available to the public to raise concerns before or during projects.	Prior to construction, the Department follows the NEPA process to develop the Environmental Document which addresses stakeholder and public participation through public workshops. During construction, the Department utilizes various methods including but not limited to public meetings, email, phone, social media, and websites. The Project Engineer is the primary point of contact. Issues that cannot be resolved at this level are elevated to the Project Manager.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies conducted in FFY23 provided data on minority persons, neighborhoods, income levels, physical environment, and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the Construction program process.	This is project-specific, the Environmental document developed during preconstruction follows the NEPA process which includes documentation of all activities/studies that occurred related to the subject project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that the Title VI Nondiscrimination Programs protect populations and are included in developing the STIP, Long Range Statewide Transportation Plan, and other functions.	Prior to construction, the Department follows the NEPA process to develop the Environmental Document which includes stakeholder and public participation through public workshops. During construction, the Department utilizes various methods including but not limited to public meetings, email, phone, social media, and websites	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In speaking with the liaisons, it is evident they follow a prescribed method to involve all protected classes in the development of STIP/LRSTP.

ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	Approximately 12 projects were awarded during FFY2023 (10/1/2022-9/30/2023)	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Websites, social media, emails, phone calls, and letters.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Comments are received, documented, and responded to within 24 hours.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are received, documented, and responded to in the same format it was received. All comments are handled at the lowest level and elevated as necessary.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY23? Briefly describe how the implications were resolved.	None have been reported.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	Alaska Construction Manual, Alaska DOT&PF Standard Specifications, Alaska DOT&PF Standard Modifications, Alaska DOT&PF Statewide Special Provisions, 2023 Title VI Nondiscrimination Program Plan	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives	Yes	<input checked="" type="checkbox"/> Sufficient	

compliant with the Title VI Program?		<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Construction staff receive in FFY23?	ADA and Title VI Accommodation Training provided by the Civil Rights Office	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would Construction staff like to see in FFY24?	Any training that is relevant for project staff. Site visits to field offices would be helpful for new project staff to meet CRO staff and have an opportunity to ask questions.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Construction process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No civil rights complaints were received by Construction	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

## Contracting

### Statewide

DIVISION INFORMATION			
Title VI Program Liaison	Tom Mayer	Title	Chief Contracts Officer
Region	Statewide	Phone	(907) 465-8855
Which years have you served as Title VI Liaison?	2022 <input type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	tom.mayer@alaska.gov



EQUITABLE PROVISION OF SERVICES AND FACILITIES			
<p>How does Contracting ensure that the Title VI/Nondiscrimination Assurance paragraph is included in all solicitations for bids?</p>	<p><b>Preamble:</b> It is the policy of the DOT&amp;PF to administer all solicitations and contract awards uniformly throughout the department. This policy requires all regional contracting officers and contracts staff to utilize standardized forms formalized by its statewide standards section and chief contracts officer.</p> <p>The Title VI/Nondiscrimination Assurance requirement is included in form 25D-55H (form FHWA-1273) Required Contract Provisions for Federal-Aid (FHWA) Construction Contracts. This form is included in all fed-aid solicitations (Invitation to Bid).</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How does Contracting ensure that the bidding and award process for consultant agreements and construction contracts is conducted in a non-discriminatory manner?</p>	<p>All DOT&amp;PF solicitations are advertised online at State of Alaska's Online Public Notice web site, in accordance with State of Alaska Statute 36.30.130, and on ADOT&amp;PF's contracting web site. All fed-aid construction solicitations (Invitation to Bid) and contract awards (contracts) include the following forms related to Title VI;</p> <ul style="list-style-type: none"> <li>• Alaska DOT&amp;PF Form 25A-301, Federal EEO Bid Conditions (Standard Federal Equal Employment Opportunity Construction Contract Specifications for all Non-Exempt Federal and Federally-Assisted Construction Contract to be Awarded in the State of Alaska), and</li> <li>• Alaska DOT&amp;PF Form 25A-304 EEO-1 Certification (Federal-Aid Contracts).</li> </ul> <p>All fed-aid construction related professional services solicitations (Request for Proposals) include the following clause;</p> <ul style="list-style-type: none"> <li>• Part A, Section 13. <i>The proposed contract will be a Federally Assisted Program of the</i></li> </ul>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	<p><i>U.S. Department of Transportation. If it will be an assisted program, then the Offeror shall insert the following notification in all subcontract solicitations for bids or proposals pertinent to this RFP: In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, CFR, U.S. Department of Transportation (U.S. DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT issued pursuant to such Act, in any Subcontract entered into pursuant to this RFP, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids or proposals and will not be discriminated against on the grounds of race, color, sex, or national origin, in consideration for an award.</i></p>		
How does Contracting ensure Title VI compliance by its contractors, subcontractors, and Local Public Agencies (like the Municipality of Anchorage or Kenai Borough)?	See preamble and responses to a. and b.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No. However, DOT&PF is in the process of drafting a new statewide manual for Construction Manager General Contractor (CMGC) procurements. This manual is likely to be completed in late FY24 or early FY25.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist met with the Liaison on 09/22/2023
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			

What Title VI Training did Contracting staff receive in FFY23?	Title VI basic training/manual is available online through DOT&PF Civil Rights Office, as needed.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would Contracting staff like to see in FFY24?	No suggestions. The current basic training/manual offered online seems sufficient		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Contracting process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Contracting projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

## Maintenance and Operations

### Northern Region

DIVISION INFORMATION			
Title VI Program Liaison	Jason Sakalaskas	Title	Acting NR M&O Chief
Region	Northern	Phone	907-451-2214
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	Jason.Sakalaskas@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES			
Describe the process used to prioritize maintenance activities (for example – brush clearing, road maintenance, snow removal, etc.	NR M&O continues to follow the priority road plan when it comes to snow removal, brush cutting, and any other aspect of maintenance service provided throughout Central Region.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	M&O activities are governed by the Alaska Highway Maintenance and Operations Handbook which instructs employees to “Always follow DOT, standards, policies, and procedures” including all procedures relating to civil rights. No new programs or manuals are currently under review.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did M&O staff receive in FFY23?	2 <sup>nd</sup> Bi-annual Title 6 Liaison Training and meeting June 29, 2023	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would M&O staff like to see in FFY24?	Yearly training by the DOT&PF Civil Rights Office.		
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	Routinely the public will report items of concern by phone or by email.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Maintenance staff review and determine if necessary, course of action is needed to address the issue.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Often through a return phone call or email	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's maintenance activities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Central Region

DIVISION INFORMATION			
Title VI Program Liaison	Burrell Nickeson	Title	Maintenance & Operations Manager
Region	Central	Phone	269-0757
How many years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/>	Email	Burrell.nickeson@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES			
Describe the process used to prioritize maintenance activities (for example – brush clearing, road maintenance, snow removal, etc.	CR M&O continues to follow the priority road plan when it comes to snow removal, brush cutting, and any other aspect of maintenance service provided throughout Central Region.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist met with liaisons from all three regions on September 27, 2023, to discuss maintenance and operations and ensure compliance with state and federal regulations.
PROGRAM MANUALS AND DIRECTIVES			

Are there any program manuals or directives that govern your program area currently under review?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did M&O staff receive in FFY23?	M&O Liaison received online training on 6/29/2023, 3-4pm	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would M&O staff like to see in FFY24?	Training specific to Alaska airports, continued annual training by DOT&PF Civil Rights Office		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's maintenance activities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	Various complaints / comments from the public during winter months, following large snow events, regarding snow & ice control on pedestrian facilities including access to facility and access to ped intersection buttons. Number of complaints was not tracked due to complaints going to differing staff	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Southcoast Region

DIVISION INFORMATION					
Title VI Program Liaison	Marcus Zimmerman			Title	South Coast
Region	Southcoast			Phone	907-465-4655
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	Email	Marcus.zimmerman@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES					

Describe the process used to prioritize maintenance activities (for example – brush clearing, road maintenance, snow removal, etc.	SR M&O follows Alaska Highway Maintenance and Operations Handbook and route prioritization established by the department.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	M&O activities are governed by the Alaska Highway Maintenance and Operations Handbook which instructs employees to “Always follow. DOT, standards, policies, and procedures” including all procedures relating to civil rights. No new programs or manuals are currently under review.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did M&O staff receive in FFY23?	The bi-annual meeting	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would M&O staff like to see in FFY24?	Yearly training by the DOT&PF Civil Rights Office	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			

Were any civil rights complaints received as a result of the Department's maintenance activities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
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## Preliminary Design & Environmental Northern Region

DIVISION INFORMATION			
Title VI Program Liaison	Kerri Martin	Title	Environmental Impact Analyst Manger 1
Region	Northern	Phone	907-451-5289
Which years have you served as Title VI Liaison?	2022 <input type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	kerri.martin@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by PD&E during FFY23, along with the number of attendees and any demographic data collected.	<p>Steese Hwy MP 128 Crooked Creek Bridge #431 Replacement NFHWY00573. Public meeting 10/13/22. 10 males and 5 females. No other information was provided.</p> <p>Yankovich Rd/Miller Hill Rd NFHW00139 Public Mtg 5/3/23. 8 F 1M, 1 AN and 6 W</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	List can be provided upon request.
How many public hearings were held during the reporting period concerning location of a project?	2	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	



<p>How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?</p>	<p>SOA On-line public notices, community Post Offices, Sent flyers to project associated native communities, local historical societies, advertised in Daily News-Miner, and social media: Facebook, Twitter, and Instagram.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p>	<p>Use of TTY</p>	<p><input type="checkbox"/> Sufficient  <input checked="" type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>It's important to note that TTY only provides accessibility to the deaf, hard of hearing and individuals with speech impediments. However, disability is a broad term that encompasses more than just these groups. To ensure equal accessibility for all individuals with or without disabilities, it's important to take additional measures and inform the Title VI Specialist accordingly.</p>
<p>How does NR PD&amp;E plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>Continue the use of on-line public notices, flyers to communities and native organizations, newspaper, and social media.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>PUBLIC PARTICIPATION</p>			
<p>Please describe NR PD&amp;E's efforts to engage new/diverse audiences in FFY23.</p>	<p>Use of social media and on-line public notices</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>In FFY24 The Title VI Specialist will conduct an in-depth review.</p>

<p>How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?</p>	<p>Contacting local native communities and post offices to make sure everyone can be provided notices of upcoming public meetings.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>If PD&amp;E received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>A request hasn't been made but if/when we do then we can coordinate with the Statewide Environmental Office and CRO for guidance.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Please attach any Public Participation Plans for projects commenced during FFY23.</p>	<p>A request hasn't been made but if/when we do then we can coordinate with the Statewide Environmental Office and CR office for guidance.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>EQUITABLE PROVISIONS OF SERVICES AND FACILITIES</p>			
<p>EJ requires consideration of minority/low-income communities in all projects. In FFY23, how does the environmental section "consider" or "identify" the communities affected by a particular project? Please briefly describe what steps are taken and how they will be incorporated into the PD&amp;E process.</p>	<p>We will use the EPA EJ tool and we regularly engage with Tribes and Native Organizations (Section 106 Process), this is common practice.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?</p>	<p>During this recording period we had no projects that were affected by Title VI or EJ. We received 0 TTY calls.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	Yes, the Environmental Procedures Manual and Title VI & Equity	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes, that I know of.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Email, public comment sheets, social media, telephone calls, and mail.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
During the reporting period, how many pre-drafts Environmental Impact Statements (EIS) or Environmental Analyses were open for public review? Summarize comments provided on EIS/EAs where minorities, women, elderly, disabled and low-income persons were adversely impacted	None were conducted in FFY23.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	They are answered and saved in the project folder. They are included in the environmental document under public scoping.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	They can be responded by email, talking on the telephone, or in-person communication with an individual.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

TRAINING			
What Title VI Training did PD&E staff receive in FFY23?	None	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	A training video on Title VI Essentials is available to all DOT&PF employees due to staff turnover. The Title VI Specialist will need to provide training to new staff.
What Title VI Training would PD&E staff like to see in FFY24?	Training on Title VI in general		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's PD&E process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	Not that I'm aware.	<input checked="" type="checkbox"/> Sufficiency <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Central Region

DIVISION INFORMATION			
Title VI Program Liaison	Brian Elliott	Title	Region Environmental Manager
Region	Central	Phone	(907) 269-0539
Which years have you served as Title	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	brian.elliott@alaska.gov

VI Liaison?			
PUBLIC MEETINGS		Compliance	Comments from CRO
Please attach a list of public meetings held by PD&E during FFY23, along with the number of attendees and any demographic data collected.	No specific project Public Meetings were held during FFY23. However, the annual Mat- Su (10/20/22) and Anchorage (1/12/2023) Transportation Fairs took place.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Available upon request
How many public hearings were held during the reporting period concerning location of a project?	No Public Hearings were held in FFY2023.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will conduct an in-depth review of PD&E for FFY24.
How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?	DOT&PF Central Region Preliminary Design and Environmental (PD&E) makes considerable effort to make sure that everyone who is affected by a proposed project, including minorities and low-income communities, has an opportunity to participate early in the project. One way PD&E does this is to have project meetings and events close to the project location, which increases accessibility for all. If requested, PD&E will meet people at their property to discuss an issue. Based on the location of the project or by request, PD&E will employ a translator. The other primary way PD&E encourages people to participate is by having many ways to comment on a project. People can write a letter, email, Facebook message, make a phone call, or fill out a comment sheet. Depending on the project PD&E may deploy a survey as well. Meeting times and locations are advertise in the local newspapers, radio stations,	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	social media, and on our DOT online calendar. We have been utilizing more social media outlets as a way to reach out to the public and keep them informed.		
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>PDE includes the following statement in public meeting outreach materials: “Persons with a hearing impairment can contact DOT&amp;PF at our Telephone Device for the Deaf (TDD) at 269-0674. We can offer reasonable accommodations for special needs related to other disabilities.” Outreach materials have the public meeting coordinator’s contact information (phone number, email) so a person with disabilities can arrange for special accommodations or needs.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How does PD&amp;E plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>PD&amp;E organizes its strategies to inform and invite all affected stakeholders to participate. One of these strategies is to develop inclusive mailing lists of all residents, property owners, and businesses along the project corridor. A wide variety of outreach methods are used including direct mail, email communications, public service announcements, newspaper advertisements, State of Alaska Online Notices, GovDelivery, Community Council notices, online event calendars, and Facebook advertising as well as other social media platforms. Direct mail is the centerpiece of the communications plan because it goes directly to individuals affected by each project We also continue to utilizing changing technological trends and considering social media to broaden participation outreach. Also, partnering with local units of government and hiring consultants with specialization in public participation seems to help with outreach efforts</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

PUBLIC PARTICIPATION			
<p>Please describe PD&amp;E's efforts to engage new/diverse audiences in FFY23.</p>	<p>In order to continue to improve our engagement program, PD&amp;E has added public transit directions to our outreach materials, converted our email template to mobile friendly, and started running targeted online advertisements. In addition we have been exploring ways to use online and virtual meetings for public outreach.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?</p>	<p>PD&amp;E makes considerable effort to make sure everyone who is affected by the project has an opportunity to participate early in the project. One way PD&amp;E does this is to have project meetings and events close to the project location which increases accessibility for all. If requested, PD&amp;E meets people at their property to discuss an issue. Based on the location of the project or by request, PD&amp;E will employ a translator. The other primary way PD&amp;E encourages people to participate is by having many ways to comment on a project. People can write a letter, email, Facebook message, make a phone call, or fill out a comment sheet. Depending on the project PD&amp;E may deploy a survey as well. In addition, we also try to identify leaders or representatives of minorities, women, elderly, persons with disabilities, and low-income community during our planning process and the NEPA scoping phases to ensure the information is getting to them. Through the NEPA phase we also research and identify minorities, elderly, persons with disabilities, and low-income populations within the project area or that could be impacted by the proposed project.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

<p>If PD&amp;E received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>No requests for alternative formats or languages. Were made during FFY23. The steps taken would first be to contact the CRO.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>In case language services are needed, the Title VI liaison will contact the CRO and/or review the LAP plan for interpreter services.</p>
<p>Please attach any Public Participation Plans for projects commenced during FFY23.</p>	<p>None for this reporting period.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>EQUITABLE PROVISIONS OF SERVICES AND FACILITIES</p>			
<p>What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the PD&amp;E process.</p>	<p>No studies were conducted in FFY23.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>PROGRAM MANUALS AND DIRECTIVES</p>			



<p>Are there any program manuals or directives that govern your program area currently under review?</p>	<p>The main manuals are the Alaska Environmental Procedures Manual and the Alaska FHWA Program Environmental Procedures Manual; as well as several minor memorandums and internal planning documents. These are reviewed annually/bi-annually in order to make any necessary corrections/additions due to changes with internal and external processes.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Are those manuals and/or directives compliant with the Title VI Program?</p>	<p>Yes</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>ADDRESSING PUBLIC CONCERNS</p>			
<p>List the ways that comments are received by the public.</p>	<p>The public can submit written comments to the Regional Environmental Manager from newspaper notices and DOT&amp;PF State of Alaska online Public Notices for the preliminary design and environmental (PD&amp;E) phase of projects. Email comments and phone calls can also be made during the PD&amp;E phase, which are typically submitted to the project manager and/or environmental analyst through contact information published in newspapers and online Public Notices. At public meetings, participants can submit written comments on comments sheets either at the meeting or mail them in at a later date. Public meeting outreach materials also have an email contact for submitting comments which is usually the public meeting coordinator. Public comments can be received at any time during project development, not just during the PD&amp;E phase of the project</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

<p>During the reporting period, how many pre-draft Environmental Impact Statements (EIS) or Environmental Analyses were open for public review? Summarize comments provided on EIS/EAs where minorities, women, elderly, disabled and low-income persons were adversely impacted.</p>	<p>None were conducted in FFY23.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What is done with the comments that are received?</p>	<p>When someone comments on a project, their message is sent to the project team member who is best equipped to respond. The team reviews the message together before replying to the person who left the comment. All comments are saved in the project file and reviewed by everyone involved, including DOT&amp;PF staff like project managers, engineers, and environmental analysts/consultants. Responses are provided as quickly as possible, once all the relevant information has been reviewed and considered.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How are comments responded to?</p>	<p>Comments are responded to via e-mail if the commenter provides an e-mail address, otherwise a verbal response would be given by phone</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>TRAINING</p>			
<p>What Title VI Training did PD&amp;E staff receive in FFY23?</p>	<p>New EIA's receive Title VI on-line training</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What Title VI Training would PD&amp;E staff like to see in FFY24?</p>	<p>The preference on future trainings pertaining to Title VI would be to have in person trainings.</p>		

COMPLAINTS			
Were any civil rights complaints received as a result of the Department's PD&E process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	I am not aware PD&E received any civil rights complaints as a result of the DOT&PF Central Region PD&E processes such as public involvement and coordination with tribal governments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### South Coast

DIVISION INFORMATION			
Title VI Program Liaison	Benjamin Storey	Title	Regional Environmental Manager
Region	Southcoast	Phone	907-465-4509
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	Benjamin.storey@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by PD&E during FFY23, along with the number of attendees and any demographic data collected.	<ul style="list-style-type: none"> <li>• Skagway State Street Rehabilitation, Section 4(f) Public Open House, June 15, 2023</li> <li>• Kodiak Chiniak Highway Rehabilitation: MP 15-31, Public Open House, July 27, 2023</li> <li>• Sitka Seawalk Phase 2, Public Scoping Meeting, November 30, 2022</li> </ul>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix D

	<ul style="list-style-type: none"> <li>• South Tongass Highway Rehabilitation, Public Open House, August 18, 2022</li> <li>Kokhanok AP Resurfacing and Fencing, met with airport manager and local residents, November 17, 2022</li> </ul>		
How many public hearings were held during the reporting period concerning location of a project?	There were no public hearings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?	Public meeting notices are provided to the public once a date has been scheduled. Notices come in the form of posters, newspaper ads, the DOT's online notice board, mailers, door-knockers and social media (i.e., Facebook).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts were made to ensure meetings were accessible to persons with disabilities? Where were the meetings located?	Meeting locations are chosen based on size, location and ability to provide access to all persons who may have a vested interest in a project. Notices include information on how those individuals with specific needs may request so ahead of time.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does PD&E plan on continuing to ensure representative participation in its outreach efforts?	The Region intends to carry-on with current practices while continuing efforts to use more social-media and internet accessible public meetings/workshops. All projects are required to develop a Public Information Plan (PIP) which outlines how the Department will provide information to the public for that specific project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

PUBLIC PARTICIPATION			
<p>Please describe PD&amp;E's efforts to engage new/diverse audiences in FFY23.</p>	<p>Social-media outlets as well as virtual public meetings/workshops are being used consistently more in attempts to reach broader audiences in an age where there are a numerous ways to obtain/receive information.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?</p>	<p>Early on during a project's individual environmental review, the environmental impact analyst reviews census data and public files from the local government in order to ascertain the potentially affected populations within the communities that would need to be notified and provided the ability to comment. If such populations are identified, then they are provided outreach through whichever possible channels afforded to them. Project site visits/walkthroughs also assist with identifying persons who may interested in the project.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>If PD&amp;E received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>Such requests were not made this past fiscal year. However, should persons with Limited English Proficiency be identified within a project area, then steps would be taken to translate all project materials into the appropriate language and accordingly disseminated.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

Please attach any Public Participation Plans for projects commenced during FFY23.	Please see attached FFY23 PIPs.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix D
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the PD&E process.	Individual studies were not conducted specifically for gathering these data types. However, this data is generally extrapolated from the analyst's review of census and public record documents and comments received during project scoping or via short project-specific surveys.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist needs to conduct an in-depth review. However, the data extrapolated from reliable sources during this reporting period is sufficient.
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The main manuals are the Alaska Environmental Procedures Manual and the Alaska FHWA Program Environmental Procedures Manual; as well as several minor memorandums and internal planning documents. These are reviewed annually/bi-annually in order to make any necessary corrections/additions due to changes with internal and external processes.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes, they could not have been originally approved unless Title VI compliant.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			

List the ways that comments are received by the public.	Written via comment form, survey, letter or e-mail; verbal by phone or in-person to project staff who record the comment.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
During the reporting period, how many pre-draft Environmental Impact Statements (EIS) or Environmental Analyses were open for public review? Summarize comments provided on EIS/EAs where minorities, women, elderly, disabled and low-income persons were adversely impacted.	Southcoast Region has several EAs for FAA projects currently in draft and would be ready for public review/comment at a later date; this information will be provided during the next Title VI reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	They are sent to the corresponding project team member that can best formulate a response which is then shared and reviewed by the team prior to replying to the commenter. Comments are kept in the project file and are reviewed by all necessary parties (DOT&PF staff including project managers/engineers, environmental analysts/consultants). Responses are provided in the timeliest manner possible once all pertinent data is reviewed on the topic of concern.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Usually comments are responded to via e-mail if the commenter provides an e-mail address. Otherwise a verbal response would be given by phone and then transcribed for the record. Public comments and responses are attached to the final environmental document in an appendix.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			

What Title VI Training did PD&E staff receive in FFY23?	Basic introduction and discussion via webinar	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would PD&E staff like to see in FFY24?	Many newer analysts have joined the staff, so an Alaska specific course would be very beneficial		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's PD&E process; e.g., public involvement activities, lack of coordination with tribal governments, Contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	Civil rights complaints on the PD&E process were not received this past year.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

## Planning

### Northern Region

DIVISION INFORMATION					
Title VI Program Liaison	Randi Baily		Title	Fairbanks	Area Planner
Region	Northern		Phone	907-451-2386	
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input type="checkbox"/>	Email	Randi.bailey @alaska.gov
PUBLIC MEETINGS					



<p>Please attach a list of public meetings held by Planning during FFY23, along with the number of attendees and any demographic data collected.</p>	<p>10/21/22 - Alaska Federation of Natives Conference Table, Anchorage, AK  12/1/22 - Upper Tanana Airport Planning Study, Tok, AK  1/24/23 - Deadhorse Airport Master Plan Update, Anchorage  2/9/23 - Barrow Airport Master Plan Update, Utqiagvik, AK  5/23/23 - Interior Alaska Transportation Plan, Healy, AK  5/24/23 - Interior Alaska Transportation Plan, Glennallen, AK  5/24/23 - Interior Alaska Transportation Plan, Fairbanks, AK  5/23/23 - Interior Alaska Transportation Plan, Delta, AK  5/26/23 - Interior Alaska Transportation Plan, Tok, AK</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>See Appendix C</p>
<p>What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?</p>	<p>The meetings were advertised extensively throughout the region through all types of media to reach a diverse group of participation including newspapers, radio, social media, and email, and online public notices.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>Planning follows a prescribed method to ensure diverse public participation.  See Appendix C</p>
<p>How were these populations represented in the citizen participation process?</p>	<p>Public participation in the meetings appear to be representative of the demographic profile of the communities the meetings were based out of for each project.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.</p>	<p>The project team created and regularly updates a stakeholder list, including federal, State, and local government agencies, Tribal organizations, community organizations, business groups, environmental organizations, and interested public. Planning provides a sign-in sheet to accurately assess attendance, gain contact information, and assess diversity. Personal introductions were also a mechanism used to identify community members.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>The Title VI Specialist met with all three regional planning liaisons on 9/25/2023 to discuss the mechanism used. Following the meeting, the response was deemed sufficient.</p>
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?  Where were the meetings located?</p>	<p>All meetings were held at an ADA accessible location with the option to listen virtually through Zoom or a call-in number.  All public notices include the following information:  <i>It is the policy of the Alaska Department of</i></p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>During the meeting with each region's liaison, their response indicated ongoing efforts to overcome obstacles and provide sufficient support.</p>

	<p><i>Transportation and Public Facilities (DOT&amp;PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability.</i></p> <p><i>Persons with a hearing impairment can contact the department by dialing Alaska Relay at 711 and asking the communication assistant to call the telephone number listed. We are also able to offer, upon request, reasonable accommodations for the special needs related to disabilities.</i></p> <p>Nondiscrimination Policy Statement:  <a href="https://dot.alaska.gov/tvi_statement.shtml">https://dot.alaska.gov/tvi_statement.shtml</a></p> <p>Meetings were held at the Pipeline Training Center, Convention Center, Senior Center, Community Center, Conference Room, etc.</p>		
How does Planning plan on continuing to ensure representative participation in its outreach efforts?	<p>NR Planning Field Office will continue public outreach consistent with DOT&amp;PF and federal requirements.</p> <p>DOT&amp;PF will extensively advertise through all types of media/social media and select ADA accessible if meetings are held in-person. Meetings will continue to be available virtually through Zoom and a call-in number will be provided. Project websites will be updated accordingly.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe Planning's efforts to engage new/diverse audiences in FFY23.	<p>NR Planning Field Office coordinates with Program Development to ensure mailing and email lists for all audiences are up to date. The Alaska DOT&amp;PF Public Information Office informs the public through Facebook, Twitter and Instagram, and online public notices. We also use a variety of</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>outreach strategies to ensure we are reaching the widest segment of the population possible. All meeting ads are posted to the online public notice system.</p>		
<p>If Planning received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>Planning has not received requests for translation of materials to a non-English language. If requested, we would take appropriate measures to provide a translator as needed, to include coordinating with the DOT&amp;PF Civil Rights Office.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>How are Title VI considerations addressed through stakeholder involvement mechanisms?</p>	<p>We use Title VI information for public notices and address requests as needed. The Public notices offer accommodation information to people with disabilities, ensures the availability of professional translators, etc.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	<p>In speaking with the liaisons, it was noted that the public has access to internet, social media platforms, and other publications. Nonetheless, planning follows the Public Notice requirements for Title VI.</p>
<p>INCORPORATION OF TITLE VI ELEMENTS</p>			
<p>List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.</p>	<p>NR Planning Field Office coordinates with Program Development to be certain that mailing and email lists for all audiences are up to date. A wide variety of outreach methods are used, and ADA accessible venues are chosen whenever possible. The public is notified through the State DOT&amp;PF website, local newspapers, Facebook, Twitter and Instagram. There are also hard copy mailings for public comment on specific projects/plans.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>What activities and/or studies were conducted in FFY23 that provided</p>	<p>The Division accepted nominations for two programs</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

<p>data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.</p>	<p>- the Community Transportation and the Transportation Alternatives Programs. In evaluating projects under these programs, staff compiled and documented data related to population, economy, disadvantaged populations, and community transportation options.</p> <p>The DOT&amp;PF also incorporates many Title VI elements throughout other programs.</p>	<p><input type="checkbox"/> Sub. Deficiency</p>	
<p>Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?</p>	<p>The Fairbanks Field Office strives to nominate projects that represent the needs of all communities within the Northern Region. There are ADA improvement projects that are specifically aimed at improving infrastructure conditions for those with physical impairments.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>ADDRESSING PUBLIC CONCERNS</p>			
<p>How many projects were initiated in this reporting period?</p>	<p>42 project starts were initiated in FFY2023.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>List the ways that comments are received by the public.</p>	<p>Comments are received by phone, email, regular mail and through meeting comment forms collected by the Design Planning, as well as Facebook, Instagram and Twitter. Comments are also received during project open house or public comment period.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What is done with the comments that are received?</p>	<p>All comments, questions, and responses are handled by the appropriate division and addressed in a timely matter.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How are comments responded to?</p>	<p>Comments are responded to by mail, email, phone or in person. If a comment is received during a project open house, comments are often responded to by the project team or consultant.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The Department is beginning efforts to develop a planning manual. We are also working with Program Development to establish project scoring criteria, new programs, and other efforts. Our Annual Work Program, Public Information Guide, and PEL Study Guidance all contain helpful guidance.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes, all manuals and directives will be compliant with the Title VI Program.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Planning staff receive in FFY23?	Online Title VI training through the T2 calendar and Title VI Liaisons Bi-annual meeting FFY23	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would Planning staff like to see in FFY24?	Online Title VI training through T2 calendar will be welcomed as it becomes available, specifically if reporting requirements change.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No complaints were reported.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

## Central Region

DIVISION INFORMATION			
Title VI Program Liaison	Philana Miles	Title	Transportation Planner 1
Region	ANC Field Office	Phone	9007-269-0521
Which years have you served as Title VI Liaison?	2022 <input type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	philana.miles@alaska.gov
PUBLIC MEETINGS			
Please attach a list of public meetings held by Planning during FFY23, along with the number of attendees and any demographic data collected.	Only two public meetings were held this reporting period, and both were for projects funded through FAA grants: Dillingham Airport Master Plan held on: 9/29/2023. Birchwood Airport Master Plan held on: 12/12/2023	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Alaska is unique and the DOT&PF incorporates all modes of transportation.
What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	For both public meetings, a list of stakeholders was developed based on land ownership records, interaction with the local government (both Native and City), leaseholders (aviation projects) and other potential stakeholders identified through communications with the local government (both Native and City).  Planning reviews the Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs database for most preliminary information. Census data is also reviewed.  Based on available address information, mailers are sent out to the public. Flyers are also posted at US Post Offices, Libraries, and government buildings.  Meetings and project updates are available online.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>Public meetings are also posted on Facebook. Project webpages are kept up to date on project status and contacts.</p> <p>Planning also reaches out to the Tribal Liaison for DOT&amp;PF.</p>		
<p>How were these populations represented in the in the citizen participation process?</p>	<p>The Dillingham Airport Master Plan public meeting was not well attended by local residents. Four residents attended in person and virtually. The Birchwood Airport Master Plan public meeting was well-attended, but many attendees did not sign in. Attendees included the general public, pilots, adjacent landowners, business owners, and at least one retired government representative.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>In the meeting with the liaisons, the specialist clarified that there were no FHWA-funded projects during this reporting period.</p>
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.</p>	<p>Planning provides a sign in sheet to accurately assess attendance, gain contact information, and assess diversity. However, most people do not fill out the sign-in sheets or provide identifying information due to privacy concerns. At the Birchwood Airport meeting stated they did not want to be “tracked” and would not sign in. Approximately 30 people attended the meeting.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>All public notices include the following information: <i>Persons with a hearing impairment can contact DOT&amp;PF at our Telephone Device for the Deaf (TDD), number (907) 269-0473. We are also able to offer, upon request, Alaska Native Language Translation.</i></p> <p><i>DOT&amp;PF operates all programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. Full Title VI Nondiscrimination Policy: <a href="http://dot.alaska.gov/tvi_statement.shtml">dot.alaska.gov/tvi_statement.shtml</a>.</i></p> <p>The Dillingham Airport Public Meeting was a virtual meeting. We worked with the local government to also secure a conference room at the municipal building so residents without internet access could attend. The building was handicap accessible.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	The Birchwood Airport Public Meeting was held at the Birchwood Airport Capital Building at the airport. The building has one floor and was handicap accessible.		
How does Planning plan on continuing to ensure representative participation in its outreach efforts?	Planning intends to continue public outreach consistent with DOT&PF and federal requirements.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In discussion with liaisons, it was clarified that all three regions prioritize public outreach efforts to reach all demographics and comply with DOT&PF and FHWA.
PUBLIC PARTICIPATION			
Please describe Planning's efforts to engage new/diverse audiences in FFY23.	Planning Field Office coordinates with Program Development to ensure mailing and email lists for all audiences are up to date. The Alaska DOT&PF Public Information Office informs the public through Facebook, Twitter and Instagram, and online public notices. We also use a variety of outreach strategies to ensure we are reaching the widest segment of the population possible. All meeting ads are posted to the online public notice system.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Planning received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	In this past year, Planning has not received requests for translation of materials to a non-English language. A translator was available at the Dillingham Airport Master Plan public meeting. I am not aware of available funding to Planning to have documents translated after they have been completed and the grant funding has been liquidated. A provision is included in Requests for Proposals and Scopes of Services, for translation services for communities with known minority populations, such	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist meet with the liaison on 09/25/2023



	as Alaska Natives. Planning would reach out to the Civil Rights Office and Tribal Liaison for additional guidance if needed.		
How are Title VI considerations addressed through stakeholder involvement mechanisms?	Public notices offer accommodations to people with disabilities. For rural communities with a strong Native Alaskan population, DOT&PF ensures the availability of professional translators for projects that are done internally and contracted out.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.	Public notices offer accommodations to people with disabilities. For rural communities with a strong Native Alaskan population, DOT&PF ensures the availability of professional translators for projects that are done internally and contracted out. Public meetings are held in handicap accessible buildings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In the meeting with the liaisons, it was expressed that the steps taken directly tie with outreach efforts to ensure that everyone has access to participate in the planning functions, such as STIP and LRSTP.
What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.	The active transportation plans in Central Region Planning during the reporting period are aviation related. Each study is required to research and summarize demographic and cultural data referenced in this question. The data is necessary to make informed recommendations in aviation forecasts and to select the appropriate alternatives. Information from the Department of Labor and Workforce Development, United States Census Bureau, Alaska Department of Commerce, Community, and Economic Development, and Alaska Department of Education and Early Development is used. Additionally, local government (city and Native entities) is also used when available. Dillingham Airport Master Plan – Approved and Accepted by the FAA 5/4/2023	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	Quinhagak Airport Layout Plan – Approved by the FAA 12/15/2023 Birchwood Airport Master Plan - Ongoing project.		
Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?	The aviation plans were not driven by Title VI or Environmental Justice. The projects were selected based on airport conditions, eligibility, and facility needs. The Scammon Bay Airport Feasibility is being pursued because the airport is flooded regularly and the community is not connected to the road system.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Meet with the liaison to discuss this. Alaska is unique in that all modes are directly under DOT&PF
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	Program Development has been working on the Community Transportation Program and Transportation Alternative Program. However, the effort has been led by the Headquarters office. Individual FHWA meetings have not been hosted by regional planners.  The only new project anticipated is the Scammon Bay Airport Feasibility Study, which is under contract negotiation. The RFP requires a trained, professional translator to be present at public meetings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public.	Comments are provided via telephone, website portals, via email, and rarely via fax. Most comments are received via email. People also call via telephone, and they are encouraged to put their questions and comments in writing to ensure they are accurately captured.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	General verbal project and program questions are noted. Emails and letters are saved in project files in accordance with the state records retention policy.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are responded to via telephone, via email, or letter depending on how they were	<input checked="" type="checkbox"/> Sufficient	

	<p>received. Comments and responses are summarized in project files and in published planning documents.</p> <p>If there is significant public opposition to a planning recommendation, additional public and/or stakeholder meetings may be held. The Birchwood Airport Master Plan Update project added a second phase for public involvement outreach efforts.</p>	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	I am not aware of specific manuals under revision; however the commissioner's office is working with Program Development to establish project scoring criteria, new programs, and other efforts.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	<p>I believe standard practice is to make sure people with disabilities are accommodated in public meetings and translators are provided for remote locations.</p> <p>Renewed efforts for the development of new programs and funding opportunities are anticipated to incorporate more scoring related to environmental justice.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In my conversation with the liaisons, they confirmed that all manuals and directives are in compliance with Title VI.
TRAINING			
What Title VI Training did Planning staff receive in FFY23?	Online training, Teams meetings, and email correspondence.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Due to recent turnover, the liaisons have informed the specialist that in-person training would be beneficial.

What Title VI Training would Planning staff like to see in FFY24?	Teams, in-person training session, and online links to guidance.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No complaints were reported to the Anchorage Field Office	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Southcoast Region

DIVISION INFORMATION			
Title VI Program Liaison	Sarah Cripe	Title	Planner 3
Region	Southcoast	Phone	907-465-8769
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	sarah.cripe@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Planning during FFY23, along with the number of attendees and any demographic data collected.	Juneau-Douglas North Crossing (JDNC) PEL Study public meetings, 2022 – One virtual meeting. More than 70 people participated, including 15 members from the project team. No demographic data was collected. Two listening sessions hosted at Discover Eaglecrest Day and Safeway. Over 250 participants visited the information areas, including four project	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Lists are available upon request.

	<p>team members. No demographic data was collected. One in-person public meeting. Over 100 members of the public attended, with ten project team members present. No demographic data collected.</p> <p>Three presentations to CBJ Assembly Public Works and Facilities Committee, who were soliciting public comment on the JDNC PEL. Three project team members were present to share information and take notes on public comments.</p> <p>Harbors Project Evaluation Board is not a public meeting but is open to members of the public. FY 2024 PEB was held virtually. Five Project Evaluation Board Members attended, consisting of one planner representative from each region as well as a chair.</p> <p>STIP Public meeting at JACC Aug 10<sup>th</sup>. Virtual (presentation only) and in person (presentation and open house).</p>		
<p>What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?</p>	<p>JDNC PEL Public Meetings and listening sessions were advertised in a variety of ways to reach a diverse audience:</p> <ul style="list-style-type: none"> <li>○ DOT&amp;PF – Facebook</li> <li>○ SOA – Online Public Notice</li> <li>○ CBJ – Online Events Calendar and Facebook</li> <li>○ Juneau Empire – 4/24/2022, 5/7/2022, 12/3/2022, 12/10/2022, and Community Calendar online notice</li> <li>○ Constant Contact emailers – 4/28/2022, 5/6/2022, 5/11/2022, 9/9/2022, 9/16/2022, 12/9/2022, 12/12/2022</li> <li>○ Project website: <a href="https://jdnorthcrossing.com/">https://jdnorthcrossing.com/</a></li> <li>○ Postcard mailers sent to 1842 and 1772 addresses</li> <li>○ PSA – KINY</li> <li>○ Poster/Flier: Juneau public libraries</li> </ul>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	<p>(Douglas, Downtown, Valley), and Public notice boards, Shopping areas, Post Offices (Douglas, Downtown, Auke Bay), Island Pub and other Restaurants, Shopping areas, JACC</p> <p>Harbors PEB - Online Public Notice, Website</p> <p>STIP is led by Statewide was advertised in a variety of ways to reach a diverse audience at a regional and State level:</p> <ul style="list-style-type: none"> <li>○ DOT&amp;PF – Facebook</li> <li>○ SOA – Online Public Notice</li> <li>○ DOT&amp;PF website</li> <li>○ Publicinput.com</li> <li>○ Postcard mailer sent out to DCRA listing</li> <li>○ GovDelivery</li> </ul>		
<p>How were these populations represented in the citizen participation process?</p>	<p>All populations provided with an opportunity to attend meetings, engage, and receive information. Comments were followed up on during the meeting and meeting notes provided on the website following the meeting.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>Upon request, meeting notes are available. Participants voluntarily identify their demographic data.</p>
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach</p>	<p>JDNC PEL - Focused on the community in which the project is located. Mailing cards sent to those immediately adjacent to the project area and those requesting mailers. The project team created and regularly updates a stakeholder list, including federal, state, and local government agencies, tribal organizations, community organizations, business groups, environmental organizations, and interested public.</p> <p>STIP- Is coordinated and led by Statewide. Focused on statewide and regional engagement through virtual and in person open houses.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were these meetings located?</p>	<p>JDNC PEL - Pre-recorded presentations with options to view CC/Subtitle captions.</p> <p>All meetings - We included the Title VI information for our public notices:</p> <p><small>The Alaska DOT&amp;PF operates without regard to race, color, national origin, sex, age, or disability regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, and state funds. Full Title VI Nondiscrimination Policy: <a href="http://dot.alaska.gov/tvi_statement.shtml">dot.alaska.gov/tvi_statement.shtml</a>. To file a complaint, go to: <a href="http://dot.alaska.gov/cvirts/titlevi.shtml">dot.alaska.gov/cvirts/titlevi.shtml</a>. For individuals requiring TTY communications, please contact Alaska Relay 711 or 1-800-676-3777</small></p> <p>Meetings were virtual, had a virtual component, and/or were in-person.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	<p>Locations of accessible meetings is available upon request.</p>
<p>How does Planning plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>Continue to use OPN and Website for project evaluation meetings. For more traditional public meetings, Planning will continue to use a wide variety of tools to garner participation including website, news (print and radio), email, phone calls, posters, etc.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>PUBLIC PARTICIPATION</p>			
<p>Please describe Planning's efforts to engage new/diverse audiences in FFY23.</p>	<p>Planning Field Office coordinates with Program Development to ensure mailing and email lists for all audiences are up to date. The Alaska DOT&amp;PF Public Information Office informs the public through Facebook, Twitter and Instagram, and online public notices. We also use a variety of outreach strategies to ensure we are reaching the widest segment of the population possible. All meeting ads are posted to the online public notice system.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>If Planning received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>No requests received.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	<p>In speaking with the liaisons, it was understood that the appropriate steps would be to contact the CRO for guidance or the language assistant within the LEP.</p>
<p>How are Title VI considerations</p>	<p>We use the Title VI information for public notices</p>	<p><input checked="" type="checkbox"/> Sufficient</p>	

addressed through stakeholder involvement mechanisms?	<p>and address requests as needed.</p> <p><small>The Alaska DOT&amp;PF operates without regard to race, color, national origin, sex, age, or disability regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, and state funds. Full Title VI Nondiscrimination Policy: <a href="http://dot.alaska.gov/tvi_statement.shtml">dot.alaska.gov/tvi_statement.shtml</a>. To file a complaint, go to: <a href="http://dot.alaska.gov/cvirts/titlevi.shtml">dot.alaska.gov/cvirts/titlevi.shtml</a>. For individuals requiring TTY communications, please contact Alaska Relay 711 or 1-800-676-3777</small></p>	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Please attach any Public Participation Plans for projects commenced during FFY23.	Attached.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Please see Appendix D
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.	The STIP and Long-Range Statewide Transportation Plan are managed out of the Statewide Planning Office – However, the Juneau Field Office plays a critical role in providing additional and more targeted outreach and communications to Southcoast Region communities – this includes in-person, phone, email, attending conferences, making presentations, etc.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.	The JDNC PEL Study has included research related to demographics and housing costs. This data will be used to develop Purpose and Need, Screen Alternatives, economic analysis, etc. These data memoranda and summaries are available publicly on the project website.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe what project selection decisions if any, were affected by Title VI or Environmental Justice issues?	The JFO Planning office strives to nominate projects that represent the needs of all communities within the Southcoast Region. In particular, there are ADA improvement projects that are specifically aimed at improving infrastructure conditions for those with physical impairments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			



How many projects were initiated in this reporting period?	Planning nominates projects but initiates very few. The JDNC PEL study is the only project initiated directly by planning during this reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Website, email, mail, phone, in-person, online surveys	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	All comments are documented and responded to. Comments are also used to inform project process and decisions.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are typically responded to in the same manner as they are received.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	Annual Work Program, Public Involvement Guide, PEL Study Guidance	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Planning staff receive in FFY23?	Staff made aware of DOTPF Civil Rights Office website and information, ppt distributed	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Liaisons have been informed about the Title VI video on our website.

What Title VI Training would Planning staff like to see in FFY24?	A virtual training (ppt, manual, or similar) that can easily be distributed to all staff. <i>We are aware that a new T2 Platform is being launched with training and quizzes.</i>		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Research (RD&T2)

DIVISION INFORMATION			
Title VI Program Liaison	Anna Bosin	Title	Research, Development & Technology Transfer Program Manager and Tribal Relations Liaison
Region	Headquarters	Phone	907 465 8140
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/>	Email	Anna.bosin@alaska.gov
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
How many research projects are currently underway?	40	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
Summarize actions taken to encourage universities/entities to use minority, female, persons with disabilities and low-income students/researchers to participate on highway research projects.	Written letters of support to offer research funds to study Tribal project improvements in a community. Coordinated a grant application with two Tribes to further the collaboration on the project planning of two wildlife crossings. Offered Complete Streets Training in all 3 regions and invited local transportation partners to attend.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the RD&T2 process.	Active research project: Title VI & Equity Best Practices is underway and reviewing DOT processes and data sets. The project has a technical advisory team made up of stakeholders and diverse backgrounds to inform DOT&PF on how to improve meaningful implementation of Title VI & Equity business actions. Program Manager participated in the internal D&EI working group monthly to develop resources to share and work on opportunities to advance equity across Department efforts- internal and external.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Provide a summary of Title VI self-monitoring activities conducted, including findings, recommendations, action items and status thereof.	Expanding the training and resources to include local agencies with emphasis on improving the diversity of participation in the research program.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC MEETINGS			
Please attach a list of public meetings held by RD&T2 during FFY23 along with the number of attendees and any demographic data collected.	Public meetings are project specific if they will be implemented in the traveling public realm. Trainings are attended by employees of State, local, contractors, Tribal members. General public not invited. FFY23 1 research project had public involvement as part of the project development process: Anchorage Pilot Protected Bike Lane Study. The consultant team presented to the Mountain View Community Council about the project goals and objectives during the project development process. The project information	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Available upon request

	was shared with local government departments, planning organization AMATS Technical Advisory Committee and Policy Committee, public survey information was shared in the field of the project as well as adjacent residents, a ribbon cutting ceremony was advertised across social media, public notice, joint press releases by DOT and Anchorage.		
How does RD&T2 plan on continuing to ensure representative participation in its outreach efforts?	Encourage regional partners to prioritize training opportunities to minority employees. LTAP continues to invite a diverse group of stakeholders to participate in trainings alongside DOT students to encourage networking and shared opportunities to advance in their careers.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe RD&T2 efforts to engage new/diverse audiences in FFY23.	RD&T2 has presented to AMATS, APWA, ACEC, BIA Providers Conference, and partnered with Tribal organizations for grant applications. RD&T2 routinely coordinates with Tribal Technical Assistance Program (TTAP) at UAF to offer a wide range of technology transfer and training to rural AK communities. I reached out to coordinate with YWCA for a grant to offer community engagement training, but the YWCA declined to host the training this time. RD&T2 participated in Launch AK forums, Denali Commission coordination meetings, Transportation Symposiums (2), Department of Labor, and other stakeholders to exchange research and training opportunities. Attended Community led workshops in diverse neighborhoods, attended public meetings hosted by DOT, attended non-profit public events such as Juneteenth in Anchorage, the Alaska Black Caucus Health Summit at Bettye Davis East Anchorage High School. Outreach meetings with Alaska Native Science and Engineering Program to advertise internship opportunities with DOT Staff attended an ice road workshop in Bethel, AK and Anchorage AK Staff attended a new CTE	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	program tour at UAF. LTAP continues to coordinate trainings with rural communities such as City of Hughes, Dillingham, Nome, Kotzebue, Kodiak to offer workforce development trainings.		
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	Email, phone, in-person at the Transportation Fair	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Kept in email, saved in topic folder, elevated, if necessary, through management.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	If follow up is requested, staff contact the public to address the specific issue. If comments are related to changing process, the comment is considered by the RD&T2 team during staff meetings and routine review of program	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other RD&T2 functions.	RD&T2 functions include mainly contracting with universities and expert consultants in the field being researched. All universities are public and required to comply with Title VI and associated reporting. Technical advisors are diverse from across the DOT&PF and outside the Department. Requests for diverse representation on research panels, across AASHTO committee assignments, and to offer diverse employees opportunities to engage in research and training to further their careers.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			

Are there any program manuals or directives that govern your program area currently under review?	<a href="https://alaska.gov">Manual Template (alaska.gov)</a>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Research staff receive in FFY23?	New Staff Josh Hyde and Cristina DeMattio completed the online Title VI Introduction module training on the T2 website. Other staff Cina Fisher, Shane Moller and myself have completed previously. Cina and myself reviewed the new video introduction during draft production	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In my conversation with the liaison, they were made aware of the Title VI training videos on our website. Yet, two out of the three videos are still in production.
What Title VI Training would Research staff like to see in FFY24?	Title VI & Equity Best Practices Training by WSP		
COMPLAINTS			
Were any civil rights complaints received regarding non-utilization of minority universities for research studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

## Right of Way

### Northern Region

DIVISION <i>INFORMATION</i>					
Title VI Program Liaison	Barry Hooper		Title	Chief, Right of Way	
Region	Northern		Phone	907-451-5426	
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	Email	Barry.hooper@alaska.gov
APPRAISALS, NEGOTIATIONS, CONDEMNATIONS					
How many appraisals, negotiations, and/or condemnations were made in FFY23? Please provide demographic data for all transactions with individuals.	There were 48 appraisals, 68 waiver valuations, 69 parcel negotiations, and 1 condemnation from 10/01/2022 through 09/15/2023. We received no demographic information regarding these actions.		<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In speaking with the liaisons, it was discovered that no demographic information was captured due to restrictions on pre-survey questions. An after-action survey will be developed to collect this necessary information.	
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No concerns raised.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	In speaking with the liaisons, if concerns were raised then they would be addressed accordingly	
Describe the mechanisms used to identify what communities (minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.	Demographic data is collected if/when personnel give the ROW agents the information. In most cases public personnel opt out of providing demographic information.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This data is useful for demographics, but an after-action survey is needed for completeness.	
Specify the number of relocations during the reporting period; of these relocations how many were minorities, elderly, persons with disabilities, or low-income?	There were 0 relocations.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency		
COMPLAINTS					

Did your program receive any civil rights complaints in the following: appraisals, negotiations, or relocations assistance and payments? If so, how many? Summarize each complaint and the status with actions proposed and taken.	None received	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
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### Central Region

DIVISION INFORMATION			
Title VI Program Liaison	Melanie Arnolds	Title	Regional ROW Chief
Region	Central	Phone	269-0686
Which years have you served as Title VI Liaison?	2022 <input type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	melanie.arnolds@alaska.gov
APPRAISALS, NEGOTIATIONS, CONDEMNATIONS			
How many appraisals, negotiations, and/or condemnations were made in FFY23? Please provide demographic data for all transactions with individuals.	There were 13 appraisals, 31 parcel negotiations, and 6 condemnations during the reporting period of 10/1/2022 to 8/31/2023. No demographic information was received in association with these actions.	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Please see the statement above. The Title VI Specialist met with Liaisons from all three regions on September 21, 2023.
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify what communities (minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.	A self-reporting mechanism is used to identify communities represented in the negotiation phase.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See above notes.
Specify the number of relocations during the reporting period; of these relocations how many were	There were 3 relocations during the reporting period of 10/1/2022 to 08/31/2023. No demographic information was received in	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	



minorities, elderly, persons with disabilities, or low-income?	association with these actions.		
COMPLAINTS			
Did your program receive any civil rights complaints in the following: appraisals, negotiations, or relocations assistance and payments? If so, how many? Summarize each complaint and the status with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Southcoast Region

DIVISION INFORMATION			
Title VI Program Liaison	Greg Weinert	Title	Chief Right of Way Agent
Region	Southcoast	Phone	(907) 465-4541
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	Greg.weinart@alaska.gov
APPRAISALS, NEGOTIATIONS, CONDEMNATIONS			
How many appraisals, negotiations, and/or condemnations were made in FFY23? Please provide demographic data for all transactions with individuals.	4 – Appraisals (1 company; 1 male) 45 – Negotiations: Local/State Gov. (3); Fed Gov. (1), Corporations (11); LLCs (12); Condo HOAs (4); Credit Unions (1); Trusts (2); Probate Estates (1); Males (5); Females (5) and married couples (4) 0 - Condemnations	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Please see the statement above. The Title VI Specialist met with Liaisons from all three regions on September 21, 2023.
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify what communities	TITLE AND RECORDS SEARCH, TELEPHONE CONVERSATIONS, IN-PERSON MEETINGS	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

(minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.		<input type="checkbox"/> Sub. Deficiency	
Specify the number of relocations during the reporting period; of these relocations how many were minorities, elderly, persons with disabilities, or low-income?	1 Relocation, Type: Business; 1 Female	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Did your program receive any civil rights complaints in the following: appraisals, negotiations, or relocations assistance and payments? If so, how many? Summarize each complaint and the status with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Statewide Equipment Fleet

DIVISION INFORMATION					
Title VI Program Liaison	Brad Bylsma		Title	Fleet Manager	
Region	Statewide		Phone	907-269-0787	
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	Email	Bylsma.Brad@alaska.gov
CONTRACT ADMINISTRATION					
How does SEF ensure that the Title VI/Nondiscrimination Assurance paragraph is included in all solicitations for bids?	SEF uses a standardized bidding procedure which includes contact information for bidders with disabilities.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency		
How does SEF ensure that the bidding and award process is conducted in a non-discriminatory	Bids are accepted based on cost estimates precluding subjectivity or potential discrimination in award.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency		

manner?			
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Contracting process; e.g., lack of coordination with tribal governments, issues with contracting opportunities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Sub-Recipients

#### Anchorage Metropolitan Area Transportation Solutions

DIVISION INFORMATION					
Title VI Program Liaison	Aaron Jongenelen		Title	Sr. Transportation Planner	
Region	AMATS/Municipality of Anchorage		Phone	907-343-7996	
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/>	2023 <input checked="" type="checkbox"/>	2024 <input type="checkbox"/>	Email	aaron.jongenelen@anchorageak.gov

PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by AMATS during FFY23 along with the number of attendees and any demographic data collected.	This information can be found in the attachment that outlines meeting, attendees, and demographic data collected.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Please see Appendix A
What efforts did AMATS staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	AMATS staff continues to embrace technologies for new and virtual audiences. AMATS purchased PublicInput software which allows for voicemail lines for each project, SMS texting, as well and mapping of participation in relation to equity data layers.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist met with AMATS Liaison on 8/18/2023 at 1400 to discuss the efforts made.
How were these populations represented in the in the citizen participation process?	These populations are represented by looking at the participation maps in PublicInput overlaid with equity data layers. This allows AMATS to targets locations with low participation of underrepresented groups. AMATS can continue to improve outreach efforts to underrepresented groups.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	AMATS launched its PublicInput platform 1/30/2023.
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	AMATS staff add in optional zip code and demographic data to help identify areas where outreach could be improved. These populations are represented by looking at the participation maps in PublicInput overlaid with equity data layers. This allows AMATS to targets locations with low participation of underrepresented groups. AMATS can continue to improve outreach efforts to underrepresented groups.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>AMATS in-person meetings are always in accessible locations. AMATS has been working to ensure meeting locations are on transit routes. AMATS meetings are also hybrid with an online option the ability to ask for special accommodations. Meetings are located throughout the community, often being held in local recreations centers, libraries, or Municipality of Anchorage buildings.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>The Title VI Specialist discussed this with AMATS Liaison and found no deficiency with efforts made to ensure accessibility for all stakeholders.</p>
<p>How does AMATS plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>AMATS staff will analyze participation maps to target outreach to underrepresented groups and areas. AMATS PublicInput software is now online and will help track these efforts. AMATS will start including language in RFPs targeting Title VI outreach efforts moving forward.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>.</p>
<p>PUBLIC PARTICIPATION</p>			
<p>Please describe AMATS's efforts to engage new/diverse audiences in FFY23.</p>	<p>PublicInput software went online in January 2023 and AMATS is using this platform to expand and analyze outreach efforts. These populations are represented by looking at the participation maps in PublicInput overlaid with equity data layers. This allows AMATS to targets locations with low participation of underrepresented groups. AMATS can continue to improve outreach efforts to underrepresented groups.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

<p>If AMATS received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>No requests were received.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	<p>The Title VI Specialist confirmed this during the individual program meeting with liaisons on 08/18/2023.</p>
<p>Please attach any Public Participation Plans for projects commenced during FFY23.</p>	<p>Please see attached:  AMATS Safety Plan Public Involvement Plan</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>INCORPORATION OF TITLE VI ELEMENTS</p>			
<p>List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other AMATS functions.</p>	<p>AMATS sends out public participation notices to our ListServe, reaching out to the Community Councils within the AMATS areas, lengthy nomination periods are held, public meetings were held in locations that are accessible, and AMATS subcommittees that include representatives from these groups are engaged. Social Media efforts were used for outreach. AMATS staff conducted targeted outreach efforts to specific organizations that represent Title VI populations, for example Center for Safe Alaskans is reached out to for the ongoing AMATS safety campaign.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
<p>What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the AMATS process.</p>	<p>The AMATS TSMO plan conducted a robust data analysis of the community profile that included Title VI populations. This data was utilized to develop the TSMO plan and is incorporated into the AMATS 2050 MTP.</p> <p>AMATS purchased PublicInput software that went online in January 2023 and AMATS is using this platform to expand and analyze outreach efforts. These populations are represented by looking at the participation maps in PublicInput overlaid with equity data layers. This allows AMATS to target locations with low participation of underrepresented groups. AMATS can continue to improve outreach efforts to underrepresented groups.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
<p>List the ways that comments are received by the public.</p>	<p>AMATS receives comments in person at meetings and by phone, mail, email, project websites, and surveys.</p> <p>AMATS has centralized comments from the public within the PublicInput software.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>What is done with the comments that are received?</p>	<p>Comments are compiled into a response summary and reviewed by Technical Advisory and Policy committee members for potential inclusion in project documents.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	Comments received as part of a project are also reviewed by the project team for inclusion in draft and final documents that help shape future transportation decisions.		
How are comments responded to?	These comments are individually responded to by AMATS staff or with assistance from consultants as part of the comment response summaries. Comments received outside comment periods are responded to directly.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The AMATS Public Participation Plan, Title VI plan, and LEP plan are currently under review for updates.	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	AMATS is working on their Title VI plan update and anticipate having it approved by the Policy Committee by the end of November 2023
Are those manuals and/or directives compliant with the Title VI Program?	Yes, they are and will continue to be compliant with the Title VI program.	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI plan is not current and therefore corrective action plan will be conducted in FFY24
TRAINING			
What Title VI Training did AMATS staff receive in FFY23?	No trainings received. Upcoming training includes Alaska DOT&PF Introduction to Title VI Training and “Title VI & Equity Compliance and Best Practices in Transportation”.	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist had training at the Title VI Liaison bi-annual meeting. The Title VI training video was uploaded and placed on the Title VI website under Title VI Essentials. <a href="#">Civil Rights Office, Transportation &amp; Public Facilities, State of Alaska</a> The Title VI Specialist will address this in the corrective action plan in FFY24



What Title VI Training would AMATS staff like to see in FFY24?	Any training for targeted outreach efforts that a small MPO like AMATS with limited staff can effectively implement.		
COMPLAINTS			
Were any civil rights complaints received as a result of AMAT's planning process; e.g., public involvement activities, lack of coordination with local governments/community councils, contracting opportunities for planning studies or corridor studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No complaints received.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

### Fairbanks Area Surface Transportation Planning (FAST Planning)

DIVISION INFORMATION			
Title VI Program Liaison	Olivia Lunsford	Title	FAST Planning
Region	Northern Region	Phone	907-308-3805
Which years have you served as Title VI Liaison?	2022 <input checked="" type="checkbox"/> 2023 <input checked="" type="checkbox"/> 2024 <input type="checkbox"/>	Email	Olivia.lunsford@fastplanning.us
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by FAST Planning	I have attached our completed meeting demographics spreadsheet with scheduled	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	See Appendix A

<p>during FFY23, along with the number of attendees and any demographic data collected.</p>	<p>meeting dates that have yet to occur through Federal Fiscal Year-end (09/30/2023). (Attachment A)</p>	<p><input type="checkbox"/> Sub. Deficiency</p>	
<p>What efforts did FAST Planning staff use to promote diverse (ethnicity, age, sex, income, ability level) public participation?</p>	<p>FAST Planning hosts several regularly scheduled meetings throughout the year. Our Policy Board, Technical Committee, and Bicycle and Pedestrian Advisory Committee all meet monthly and the Project Enhancement Committee meets quarterly. These meetings are all open to the public and offered a variety of ways. People can attend in-person, online, or by phone and we note this in all of our advertisements. When advertising these meetings to the public by means of social media, the newspaper, local radio ads and PSAs, and State of Alaska and Fairbanks North Star Borough Online Public Notice Systems, we strive to use language that is inviting and encouraging for <i>all</i> to participate. We are advocates for public participation and involvement. We also aim for transparency with all of our plans and projects by posting all meeting materials, action items, and minutes to our website in a timely manner.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>How were these populations represented in the in the citizen participation process?</p>	<p>As of 09/28/2023, 63% of our meeting attendees were white males, 28% were white females, 1% were Black males, 1% were Hispanic males, 1% were Asian females, 1% were Asian males, 1% were Indian/Alaska Native females, and 4% were unknown. In total, 8% of our meeting attendees over the last year were minority, and 31% were female. Some members call in to meetings, or do not register a name with their zoom profile and are not recorded on the sign-in sheets. Income and ability level are not recorded. These numbers are representative of our full FFY23, as they are</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	<p>current as of the end of September 2023. We are seeing an ever so slight increase in minority attendance and representation, and we can likely attribute this to our continued efforts to get out the word out about FAST Planning by a variety of ways.</p>		
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.</p>	<p>FAST Planning has transitioned to a hybridized meeting platform and we therefore offer both zoom and in person options now, in addition to the typical dial in option for anyone with a phone. We are confident that this allows for those to access the meeting(s) however they are most capable. For the virtual meetings, we offer a digital sign-in sheet throughout the duration of the meeting. For in-person meetings, we have attendees fill out a sign-in sheet as they enter our meeting space. For those who call in, we typically mark their information as “Unknown” because we cannot make assumptions about their demographics or how they identify.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?   Where were the meetings located?</p>	<p>Attendees have the option to join in-person or online. If they choose to attend in-person, our meetings are held at our office space, 100 Cushman St., Suite 205 in Fairbanks, AK 99701. This office space was selected primarily on account of the building’s ADA accommodations. There are large double doors on two sides of the building. One set of doors is accessible from a large parking lot on the west side of the building with designated accessible parking and a flat surface that continues from the lot through the doors and to the two elevators in the lobby. The other set of doors are accessible from the ADA compliant sidewalk on the east side of the building. The entryway is flat and remains flat to the two elevators in the lobby. Where the elevator doors open on the second floor, there is ample room to</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	<p>navigate large equipment, and the door to our office is ADA compliant. We have not gathered any data on the abilities of virtual meeting attendees at this time.</p>		
<p>How does FAST Planning plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>FAST Planning continues to use zoom call in features as the option for potential meeting attendees who do and do not have internet access. We post about our zoom meetings in the newspaper for those who digest local news this way, and the ad runs digitally too. The digital newspaper also hosts our recurring meeting events on their online calendar. Zoom allows people to join the meetings over the internet or by calling in without requiring them to create an account. This opens access to our meetings for citizens we might not have been able to reach before hybridizing our meeting space to virtual/in person. We have incorporated the baseline use of zoom in our meeting protocol in our Public Participation Plan, and hybridizing meetings is a simple and effective way for us to capture a stronger participation from the public on any and all FAST Planning plans, programs, and projects.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>PUBLIC PARTICIPATION</p>			
<p>Please describe FAST Planning efforts to engage new/diverse audiences in FFY23.</p>	<p>FFY23 was a very busy and exciting year for FAST Planning. We hired an additional Transportation Planner at the start of the FFY23, which contributed to our ability to follow-through with some outreach actions we listed in our PPP. We have been working to utilize more pictures of our local roads, paths, and sidewalks in all of our advertisement materials to highlight that we are very much a part of this community. We also were able to put together materials like flyers, flyer cards, business cards, a tall</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

banner stand, and passive engagement opportunities for multiple events in the community throughout the year. Of note was our 3 day stint at the Interior Alaska Builders Association Home Show. We worked through the weekend to bring a face to the name of FAST Planning. We were able to get folks signed up for our newsletter (we now have nearly 200 subscribers and send it out quarterly). We were able to discuss our upcoming projects like the Transit Plan Update, the Bike Lane Signing and Striping Pilot Program, the crosswalk at the Farmer's Market, and the Bikeways Map update and Bike Friendly Businesses program.

I really could go on forever about the outreach that we've done over the year, as it has been different, unique, effective, and a LOT of work. But so worth it! As mentioned, we started putting out a newsletter. This is digital and I haven't sorted out a paper option yet. Our local library is closed due to renovations for another year, but when it reopens, I believe that is where I will house some physical newsletters for public taking. We launched a brand new Bike Friendly Businesses (Bike Friendly FBX) program, sought out sponsorships from businesses so that we could highlight them and their bike friendly accommodations on our paper and digital Bikeways Maps, and distributed 15 bicycle repair kits to some of these businesses around town, for public use. The care and keeping of a bike can be fairly prohibitive for many who ride their bikes, by choice or necessity, and we wanted to expand the view of biking through Fairbanks to potentially be more accessible. We have yet to really engage the non-motorized community, and this seemed like a good place to start. Additionally, we hosted two free Bike Valets in Downtown Fairbanks during the biggest events of the year. In total, we parked over 250+ bikes and were able to connect with so many people. Our station was

	<p>in the parking garage right across from the Northward Building, which offers a low-income housing option to residents in the area. We were able to park bikes for people who are constantly in fear of having their only means of transportation stolen from them or damaged and will be able to offer free tune ups in the future as part of training I (Olivia) am receiving to bring more to this program.</p> <p>We are in the process of planning our next Winter Maintenance Forum. We did host our 5<sup>th</sup> Annual one last year, and as a result of the attendance, received a commitment from the owner of a local bike shop to work on raffling a bike off with us. We are now going to start tabling at local bike friendly businesses, including Stone Soup Café, our local soup kitchen, and the Co-op Market Grocery and Deli, who proudly accept EBT., to advertise the opportunity for someone to win a fat bike with some accessories and a lock. In addition to this, the winner will also receive a spot in Master Bike Mechanic Simon Rakower's Bike Maintenance Class, so that they can learn to use all of the tools that are in the toolkit and care for their. I am tabling at several locations throughout the next six weeks, and look forward to reaching even more people by just getting our boots on the ground. I also got a work cellphone and that is making things a lot easier on the communications end. I feel more comfortable giving out a phone number to text and call with and am therefore increasing the public's access to me outside of having to come to the office or call a phone. Sometimes people just want to text, and that is okay too and should be accommodated.</p>		
<p>If FAST received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>FAST Planning has yet to receive any requests for alternative formats or languages, but we are prepared to accommodate anyone's needs surrounding this should it occur. Our website hosts a Google Translate widget that can aid</p>	<p><input type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	anyone who is accessing our website, in whatever language they choose.		
Please attach any Public Participation Plans for projects commenced during FFY23.	Our Public Participation Plan will be updated within the calendar year. We are working on our Metropolitan Planning Area Boundary Update right now, and will update out PPP to reflect new demographic data, additional outreach programs, and more by January 2024. I have attached the most recent PPP (Attachment B) for your convenience.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix A
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other FAST Planning functions.	<p>In compliance with our Title VI Plan, we publish meeting documents including agendas, previous meeting minutes, and accompanying materials for the meeting, at least 5 days before the meeting occurs. We advertise a link where our meeting packet is available and email this packet to decision-makers and a FAST Planning Support Group email list. By publishing the agendas with other meeting materials, anyone notified of our meetings is notified when the TIP, MTP, and other plans are up for discussion. We also put the following disclaimer on all of our advertisements and online public notices:</p> <p>The FAST Planning public hearing requirements agree to use the TIP development process to satisfy the public hearing requirements of Section 5307©. The public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the program-of-projects requirements of the Urbanized Area Formula Program. See 23 C.F.R. Part 450 and 49 C.F.R. Part 613 (specifically Subpart B, “Statewide Transportation Planning,” and Subpart C, “Metropolitan Transportation Planning and Programming”). The public involvement process is described at 23 C.F.R. Section 450.316(b). FAST</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>Planning complies with the AKDOT&amp;PF Title VI Nondiscrimination Policy, and operates Federal Programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. To view the full Title VI Nondiscrimination Policy or to file a complaint, go to: <a href="https://fastplanning.us/civilrights">https://fastplanning.us/civilrights</a>. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this public meeting should contact Jackson Fox at (907) 205-4276 or email: <a href="mailto:jackson.fox@fastplanning.us">jackson.fox@fastplanning.us</a>.</p> <p>Our organization's website also has a Civil Rights/Title VI page with our Title VI Plan and complaint form. The following disclaimer is on this page, as well as the Projects &amp; Programs page of our website: FAST Planning complies with the AKDOT&amp;PF Title VI Nondiscrimination Policy, and operates Federal Programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. View the full Title VI Nondiscrimination Policy or file a complaint at <a href="http://www.fastplanning.us/civilrights">www.fastplanning.us/civilrights</a>.</p>		
<p>How are Title VI considerations addressed through stakeholder involvement mechanisms?</p>	<p>Typically, for this process, we utilize data obtained from the Fairbanks North Star Borough assessing department to determine and notify all potentially impacted property owners within an area of a project. In addition to emails to potential stakeholders and online notifications via social media, City, Borough, and State websites, and newspaper ads, we send out postcards to the identified addresses in the hopes that mail will reach anyone we could not find a phone number or email address for or who may not have internet access. For our plan updates, we release the draft version for a 30-day public comment period, advertise using the previously mentioned</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	



	<p>methods, add it to our calendar, and provide a comment box online directly below the document to be commented on. Our phone number and email addresses are in multiple locations including on our social media pages and several pages throughout our website as well as at the bottom of all of our print ads.</p>		
<p>EQUITABLE PROVISIONS OF SERVICES AND <i>FACILITIES</i></p>			
<p>What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the FAST-Planning process.</p>	<p>FAST Planning has been working to acquire Replica data to increase our knowledge about travel habits and inform our decision making for many future planning and programming activities. We are also in the process of updating our planning area boundary to incorporate the 2020 Census Urban Area designation that highlights additional parts of our community that should be considered for our planning funds. With this update to the boundary, we will be updating all of our Title VI documentation, including the Title VI Plan and all of the associated maps, with the current decennial census data. We are looking to take this data a step further and utilize the Equity Analysis Tool through Esri Solutions and identify some locations that would be more ideal for meeting spaces. We are also hoping to incorporate a question about meeting times in our transit surveying effort, as we will be riding the bus and surveying transit riders in person while using tablets for data collection. We are very excited to get our boots on the ground for this effort and think that the exercises involved with updating the Borough's Transit Plan(s) will provide us greater insight to the daily lives of those who might not be able to access a vehicle in their every day life or are perhaps marginalized in other ways, as identified by Title VI.</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	
<p>Describe what projects, if any, were affected by Title VI or</p>	<p>Advancements in technology have made transcription services a normal, accessible feature</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency</p>	

<p>Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?</p>	<p>for all and therefore negate the need for a TTY specific device. Individuals can talk into a phone or computer, the device will type for them, and we are able to receive those messages. Given that we have yet to receive a request for translation services, our Title VI plan states that we can provide translation services on an as-needed basis. We would use an app-based translation service for documents and language. Our website does offer the option to translate each page to a selected language. We have also begun uploading our committee and board meetings to YouTube, and we use the CC option for those videos. The CC is not perfect, but it does a good job of capturing the heart of any discussion. When we broadcast our meetings to Facebook as well, there is a transcription of the discussion there.</p>	<p><input type="checkbox"/> Sub. Deficiency</p>	
<p>ADDRESSING PUBLIC CONCERNS</p>			
<p>List the ways that comments are received by the public.</p>	<p>The public can submit comments to FAST Planning in several different ways. There is a comment form on our website that deposits comments directly into our Title VI Liaison’s inbox. Our staff “cards” online also have FAST Planning staff’s emails and phone numbers, if someone would like to reach out to someone specific. We have linked to that page on the Civil Rights page on our website too. We have also received comments via Facebook, Instagram, and LinkedIn. For specific projects, we will host a comment form and link the page for folks to comment on from our social media pages as well. All of our print ads and public notices through the Fairbanks North Star Borough and Alaska</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	DOT&PF also have language at the bottom notifying citizens of where they comment (via phone or email). Every committee and board meeting also has dedicated public comment periods, which are recorded verbatim into the meeting minutes.		
What is done with the comments that are received?	When we receive comments, we respond to them immediately. When the comments are in relation to a planning effort, we index the comments and our responses into a Response Summary, and include this as an appendix to the plan(s).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	We respond to comments in the form that we receive them (email, mail, Facebook Messenger, Instagram Direct Message, X, LinkedIn, telephone, text, letter).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI plan is not updated and will be after this reporting period. Please see Appendix A 2230921_boundary_update_timeline.
Are those manuals and/or directives compliant with the Title VI Program?	No	<input type="checkbox"/> Sufficient <input checked="" type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Since the plan is not updated it is not complaint.
TRAINING			
What Title VI Training did FAST Planning staff receive in FFY23?	Olivia Lunsford (Title VI Liaison, Transportation Planner), Corey DiRutigliano (Transportation Planner), and Jackson Fox (Executive Director) attended a number of conferences and trainings throughout the year to remain updated on best practices in planning, including Title VI measures. All three of these FAST Planning Employees attended the Alaska American	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>Planning Association (AK APA) &amp; Western Planner conference in Anchorage in FFY23. This conference always does an excellent job of highlighting environmental and social justice in planning in the State of Alaska with sessions this year like “How to Successfully Incorporate Environmental Justice and Equity in Our Work”, “Meeting Mobility Needs by Pairing Big Data with Community Driven Planning”.</p> <p>Corey DiRutigliano who was tired as a Transportation Planner for the Transit Plan Updates attended the Title VI &amp; Public Transit Planning Rutgers Training, offered in January of 2023. He also attended APTA Tech in Anaheim, CA which incorporated equity into several of their sessions, particularly surrounding fare, payment, and access.</p> <p>Olivia is hoping to register for Rutger’s Advanced version of the Title VI and Transit Training before FFY25. The ones for FFY24 have been full for a while.</p> <p>Jackson Fox, the Executive Director for FAST Planning also attended multiple sessions on equity in transportation at the National APA Conference in Philadelphia.</p>		
<p>What Title VI Training would FAST Planning staff like to see in FFY24?</p>	<p>As mentioned last year, I would like to see some additional trainings that are non-transit specific. Maybe an MPO specific training or peer exchange? I would also really appreciate the opportunity for all of those who are in my role, implementing Title VI, to do a statewide training together. Where do we all fall in line with each other and what is and is not working in the state?</p>	<p><input checked="" type="checkbox"/> Sufficient  <input type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency</p>	

	I would really appreciate the opportunity to have these questions answered, as well as meet colleagues statewide.		
COMPLAINTS			
<p>Were any civil rights complaints received as a result of AMAT's planning process; e.g., public involvement activities, lack of coordination with local governments/community councils, contracting opportunities for planning studies or corridor studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.</p>	<p>See Comment #1 on the attached FAST Planning letter (Attachment C).</p>	<p> <input type="checkbox"/> Sufficiency  <input checked="" type="checkbox"/> Tech. Deficiency  <input type="checkbox"/> Sub. Deficiency </p>	<p>See Appendix A 20230928_Annual_Report.pdf.</p>

## APPENDIX A – Sub-Recipients AMATS/ FAST

<https://dot.alaska.gov/cvlrts/docs/extra/20230930-Attendees-Demographics.pdf>

[AMATS 2050 MTP | Metropolitan Transportation Plan | Anchorage](#)

<https://dot.alaska.gov/cvlrts/docs/extra/AMATS-Safety-Plan-Public-Involvement-Plan.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/20230921-Boundary-Update-Timeline.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/10012022-FY23-Meeting-Demographics.xlsx>

<https://dot.alaska.gov/cvlrts/docs/extra/20230928-Annual-Report.pdf>

## APPENDIX B – CENTRAL REGION

<http://dot.alaska.gov/stwdmno/wintermap/>

<http://dot.alaska.gov/stwdplng/cip/stip/assets/STIP.pdf> (PDF page 13 describes M&O preventive maintenance activities).

## APPENDIX C – NORTHERN REGION

<https://dot.alaska.gov/cvlrts/docs/extra/FFY2023-Public-Meetings-NR-Construction.zip>

<https://dot.alaska.gov/cvlrts/docs/extra/FFY2023-Public-Meetings-NR-Planning.zip>

<https://dot.alaska.gov/cvlrts/docs/extra/Section-643-Trf-Maint-Public-Info.pdf>

## APPENDIX D – SOUTHERN REGION/ AMHS

<https://dot.alaska.gov/cvlrts/docs/extra/SCREG-TitleVI-Activity-Report-FFY23.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Summer-Schedule-2023-Cover-Ltr.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Winter-Schedule-2023-Cover-Ltr.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Charting-the-Course-Reimagining-AMHS-comments-from-011423-012623.xlsx>