



# Title VI Plan

October 2025

## Metro respects civil rights

Metro fully complies with Title VI of the Civil Rights Act of 1964, and related authorities, requiring no person be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color or national origin under any program or activity for which Metro receives federal financial assistance.

Metro fully complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act requiring no otherwise qualified individual with a disability be excluded from the participation in, be denied the benefits of, or be subjected to discrimination solely by reason of disability under any program or activity for which Metro receives federal financial assistance.

If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, or age they have the right to file a complaint with Metro. For information on Metro's civil rights program, or to obtain a discrimination complaint form, visit [oregonmetro.gov/civilrights](https://oregonmetro.gov/civilrights) or call 971-804-4989 or TDD/TTY 503-797-1804.

Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter or communication aid, call 503-797-1700 or TDD/TTY 503-797-1804 (8 a.m. to 5 p.m. weekdays) five business days before the meeting. If you need a language interpreter at a public meeting, call 503-797-1890. All Metro meetings are wheelchair accessible. For up-to-date public transportation information, visit TriMet's website at [trimet.org](https://trimet.org).

**Metro is the federally mandated Metropolitan Planning Organization** designated by the Oregon governor to develop an overall transportation plan and to allocate federal funds for the Portland metro region.

The Joint Policy Advisory Committee on Transportation (JPACT) is a 17-member body of elected officials and jurisdictional representatives from across the region that evaluates regional transportation needs and recommends policies to the Metro Council. JPACT and the Metro Council jointly serve as the region's Metropolitan Planning Organization (MPO), requiring shared decision-making on all MPO matters. JPACT approves MPO actions, which the Metro Council then adopts or returns with suggested amendments. This collaborative process ensures a balanced, locally informed transportation system.

**Project web site:** [oregonmetro.gov/civilrights](https://oregonmetro.gov/civilrights)

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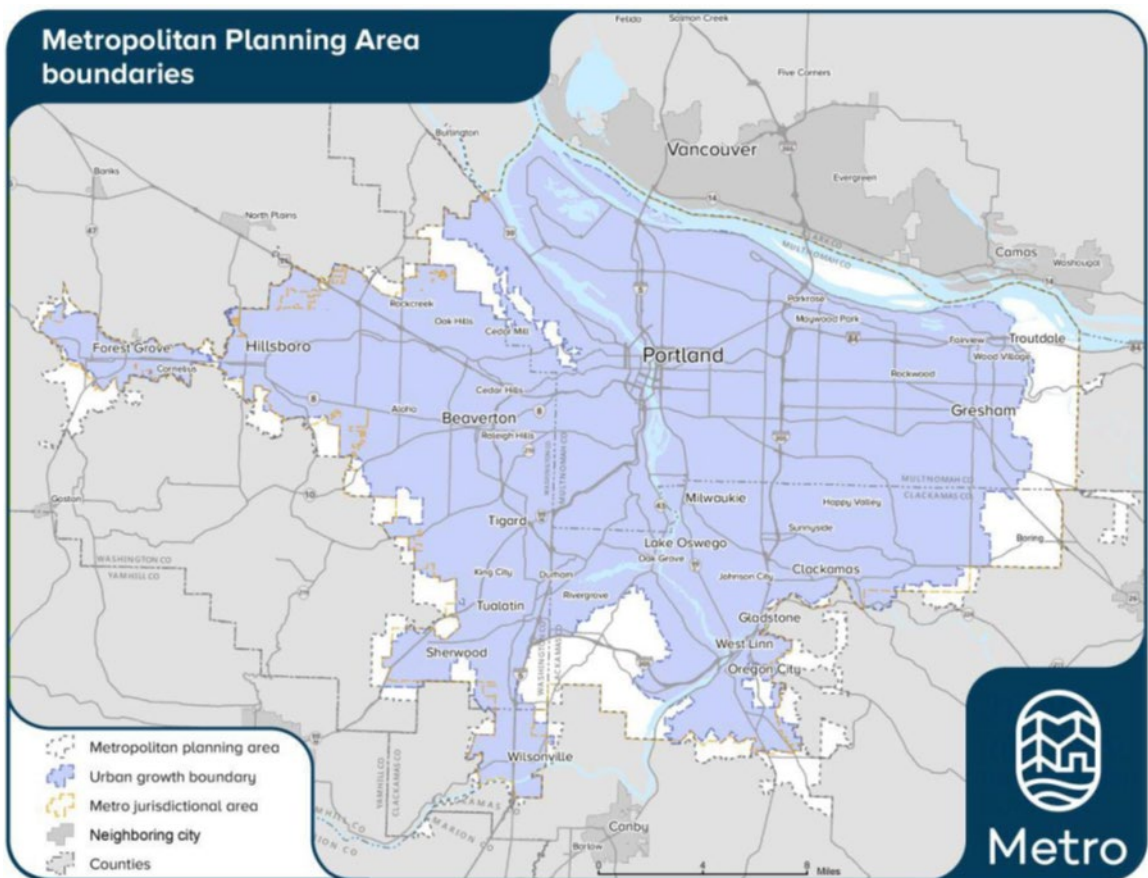
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## I. Introduction to Metro

Metro is a directly elected regional government serving 1.7 million people living in the urbanized areas of the greater Portland, Oregon metropolitan region. Metro is authorized by Congress and the State of Oregon to coordinate and plan investments in the transportation system. As the designated metropolitan planning organization (MPO), Metro works collaboratively with cities, counties and transportation agencies to invest federal highway and public transit funds within its service area. It creates a long-range transportation plan and leads efforts to expand the public transit system.

Metro's work is grounded in excellence, innovation, respect and sustainability. The agency works with communities, businesses and residents to chart a wise course for the future. The agency often brings people together to make decisions about where the region grows. It guides investments in jobs, waste management, housing, parks and nature, arts, and culture venues. Finally, Metro protects farms, forests, clean air, and water for the use of future generations.



## II. Commitment to non-discrimination

Metro receives financial assistance from federal agencies, including the Federal Highway Administration (FHWA). Metro takes measurable steps to ensure non-discrimination in all agency programs and activities. As a condition of federal funding and as a reflection of the agency's values, Metro fully complies with Title VI of the Civil Rights Act of 1964, including various non-discrimination laws and regulations. Specifically, Title VI provides the following:

“[n]o person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance.” 42 U.S.C § 2000d.

The use of the word “person” is important as the protections afforded under Title VI apply to anyone, regardless of whether the individual is lawfully present in the United States or a citizen of a State within the United States. The U.S. Supreme Court has further held that discrimination based on English-language ability equates to national origin discrimination.<sup>1</sup> Subsequently, Federal and state authorities extended these protections to include sex, age, and disability.

**In compliance with the Civil Rights Act of 1964 and related statutes, Metro assures that no person shall, on the grounds of race, color, national origin, age, sex, or disability as provided by Title VI of the Civil Rights Act of 1964 and related authorities, be excluded from participation in, be denied the benefit of, or be otherwise discriminated against under any<sup>2</sup> of the programs or activities it administers.**

### 2025-2028 Title VI Plan and Assurances

Title 23, CFR Part 200.0 (b) (11) and the Federal Highway Administration (FHWA) specifically require recipients of federal funds, including Metro, to prepare a Title VI Plan. Title VI plans describe the roles, responsibilities, and procedures for assuring compliance with Title VI of the Civil Rights Act of 1964 and related regulations and directives issued by the state transportation agency.

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<sup>1</sup> Lau v. Nichols, 414 U.S. 563 (1974)

<sup>2</sup> This includes all programs under Metro's metropolitan planning organization role per the Civil Rights Restoration Act of 1987, which extends the scope and coverage of the nondiscrimination statutes to include all programs and activities of federal-aid recipients, subrecipients and contractors, whether such programs and activities are federally assisted or not. All programs not directly FTA-to-Metro funded will follow FHWA guidance because 1) the majority of Metro's federal funding comes from FHWA, and 2) FHWA guidance to recipients on Title VI complaints is more specific and less discretionary.

Furthermore, Metro's **Planning, Development and Research department** measures compliance and implementation of Title VI federal directives. This document outlines Metro's Title VI implementation processes and procedures with respect to the following:

- Organization and staff structure
- Title VI program monitoring
- compliance review of external agencies in receipt of federal funds through FHWA and other Title VI activities and assurances
- Programming related to language access for individuals with Limited English Proficiency

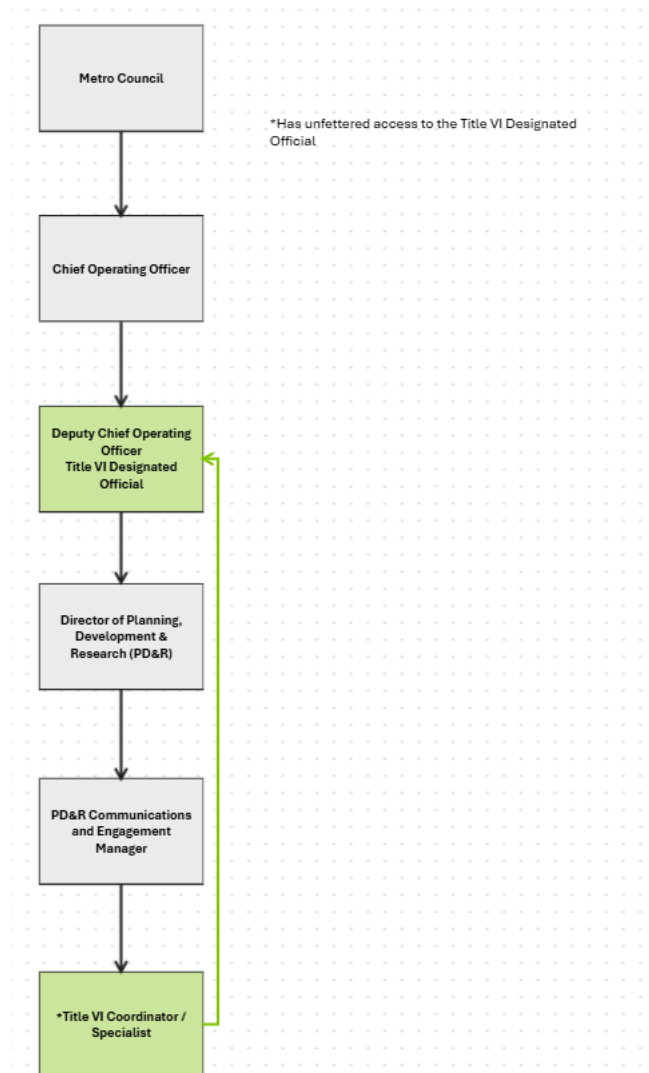
On April 24, 2013, the Secretary of Transportation signed the DOT Standard Title VI Assurances and Non-discrimination Provisions, Order 1050.2A, requiring that recipients of federal aid assure they will promptly take any measures necessary to implement Title VI as a condition to receiving any federal financial assistance from the U.S. Department of Transportation, through the Federal Highway Administration. It also requires that such recipients are subject to and comply with the following statutory/regulatory authorities.

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

A copy of the Standard Title VI Assurances and Non-discrimination Provisions signed by Metro's Deputy Chief Operating Officer for 2025 appears as an appendix at the end of this document.

This 2025 Title VI Implementation Plan is available online: [oregonmetro.gov/civilrights](https://oregonmetro.gov/civilrights)

### III. Title VI Organizational and Reporting Structure



#### Metro's Organizational Structure

One of Metro's Deputy Chief Operating Officers has been appointed as the agency's "Title VI Designated Official" who is responsible for ensuring and overseeing Title VI compliance efforts. They are a primary point of contact for matters related to Title VI including resolving corrective actions. Additionally, they report to the Chief Operating Officer, who is the head of the agency, allowing for quick resolutions and efficient communication.

The Title VI Coordinator/Specialist is a designee who holds several responsibilities and works in collaboration with the agency's departments and senior leadership to ensure compliance with Title VI of the Civil Rights Act of 1964 and related statutes. While this position reports to the Communications and Engagement Manager within the Planning, Development and Research department, the Title VI Coordinator/Specialist has unfettered access to Metro's Deputy Chief Operating Officer who is the "Title VI Designated Official."



**The Deputy Chief Operating Officer of Metro has approved unfettered access to the Title VI Specialist, allowing direct communication and/or meeting with them to address civil rights concerns needing attention, whether internal to Metro or through external partners, constituents, or contractors.** Under this procedure, the Title VI Specialist serves as Metro's Title VI Coordinator and has full support to work directly with the Deputy Chief Operating Officer to address civil rights matters.

Deputy Chief Operating Officer - Title VI Designated Official  
Holly Calhoun  
503-867-0311

Title VI Program Coordinator/Specialist  
Alfredo Haro  
503-797-1555

To contact Metro's Civil Rights Program:  
Civil Rights Program - [CivilRights@oregonmetro.gov](mailto:CivilRights@oregonmetro.gov)

To contact Metro's Planning, Development and Research department:  
Metro Regional Center  
Planning, development and research department  
600 NE Grand Ave.  
Portland, OR 97232-2736  
Telephone: 503-797-1700

### **Title VI responsibilities within the Planning, Development and Research Department**

The department collaborates with public and private sector partners to build communities consistent with the Region 2040 Growth Concept<sup>3</sup> and local goals. Major programs include regional planning, MPO planning and activities, resource development, data analysis and investment areas. Within Metro's planning, development and research department, staff from multiple levels participate in Title VI implementation processes.

Title VI Coordinator/Specialist

- Reports Title VI activities and compliance processes through Title VI Plan (ODOT/FHWA, triennially) and Title VI Program (FTA, triennially with the LEP Plan)
- Develops and submits the Title VI Annual Accomplishments Report (AAR)
- Reports significant Title VI issues directly to the Metro Deputy Chief Operating Officer
- Monitors corrective actions related to Title VI
- Monitors changes in informal or formal guidance from USDOT, FHWA, FTA and ODOT; communicates these changes to agency leadership

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<sup>3</sup> Region 2040 Growth Concept: <https://www.oregonmetro.gov/2040-growth-concept>

- Coordinates with public engagement staff in the Planning, Research and Development department to develop and implement engagement plans meeting Title VI public engagement guidance
- Collaborates with language access coordinator in the Central Communications Department to address Limited English Proficiency (LEP) services
- Coordinates with the Central Communications staff to track LEP training opportunities and staff participation
- Co-manages Title VI complaint intake with the Office of Metro Attorney
- Routes formal Title VI complaints to outside agencies such as ODOT, FHWA and FTA

#### Planning, Development and Research Communications and Engagement Manager

- Provides oversight on Title VI Coordinator/Specialist responsibilities
- Supervises and monitors the Title VI Coordinator/Specialist workplan

#### Planning, Development and Research Program Manager

- Coordinates with Title VI Coordinator/Specialist to identify and address potential impacts from programs, policies and activities on historically marginalized and low-income populations
- Identifies and promotes Title VI and other non-discrimination trainings available to all Planning, Development and Research staff

#### Planning, Development and Research staff

- Ensure federally funded projects meet FHWA and FTA non-discrimination compliance requirements
- Plan and budget for public engagement within projects
- Plan and budget for translation and interpretation services
- Participate in trainings on LEP
- Conduct populations assessment and analysis of non-discrimination outcomes for Regional Transportation Plan, Metropolitan Transportation Improvement Program (inc. Regional Flexible Funding Allocations) and environmental analysis for major projects

## **IV. Program Review Procedures**

The Deputy Chief Operating Officer and the Title VI Coordinator/Specialist monitor Title VI activities for Metro, including the preparation of this plan. The Deputy Chief Operating Officer reports to Metro's Chief Operating Officer, who is the head of the agency, while the Title VI Coordinator/Specialist reports to management in the Planning, Development and Research department. The deliverables listed below outline and serve as internal procedures on how Metro tracks compliance around Title VI agency wide.

- Title VI Plan for ODOT & FHWA, updated annually, last updated in 2022
- Title VI Annual Accomplishments Report, updated annually, last updated in 2024
- Public Engagement Guide, updated every five years, last updated in 2024
- FTA Title VI Program & Limited English Proficiency Plan, updated every three years, last updated in 2024,
- Metro's SPAREDI report, update in process, last updated in 2016
- Section 504 of the Rehabilitation Act and the Americans with Disabilities Act
  - MPO ADA Self-Evaluation and Transition Plan, last updated 2024
  - MPO ADA Self-Evaluation and Transition Plan Annual Implementation Status Report, updated annually, last updated 2025

The Title VI Coordinator/Specialist and the Deputy Chief Operating Officer collaborate to address compliance. Together, they foster collaboration between multiple internal offices and departments to ensure Title VI compliance. The following offices and departments reflect Metro's commitment to non-discrimination efforts under Title VI.

### **Office of Chief Operating Officer**

The Chief Operating Officer (COO) provides leadership and management authority to agency staff by implementing the Metro Council's policy directives. The COO serves the Metro Council and provides leadership and management authority to agency staff by implementing the Council's policy directives, goals and objectives. The COO and Deputy COO enforce Metro ordinances, including Title VI, provide day-to-day management of Metro's resources, programs, enterprise businesses, facilities and workforce and prepare the proposed budget for Council consideration.

- The Office of the COO manages and ensures Title VI compliance agency wide.
- One of the agency's Deputy Chief Operating Officers (Holly Calhoun) is a primary point of contact for matters related to Title VI, including resolving corrective actions.

### **Planning, Development and Research department**

The Title VI Coordinator/Specialist works with the department's Data Resource Center to gather demographic data and determine whether concentrations of historically

marginalized communities live within or near a project area. To improve the demographic profile accuracy, Metro utilizes data on English-language learners in regional public schools in addition to the American Community Survey. This provides more detailed information than is reported by the datasets for the American Community Survey “other language” categories (e.g., “Other Slavic,” “African,” “Other Indo-European”). These efforts improve demographic profile accuracy and better inform outreach to affected populations.

### **Central Communications department**

The Central Communications department serves as a liaison between the public and Metro’s departments, elected officials, and other involved parties, providing services in media relations, public involvement, journalism, marketing, graphic and web design, issue management, feedback analysis and advocacy. Their regular interface with the public recognizes the need for Title VI compliance efforts. In 2025, the Central Communications team consolidated Metro’s language translation and interpretation contracts across the agency. The contracts include clauses emphasizing federal non-discrimination compliance. These language resources have been made available to staff to ensure Metro programs and activities are accessible to every person who lives in the region, ensuring those programs meet all federal non-discrimination laws, including The Americans with Disabilities Act, Title VI of The Civil Rights Act of 1964 and Section 504 of The Rehabilitation Act. Other Central Communications Department Title VI efforts include:

- Updating Metro’s Public Engagement Guide providing best practices and tools
- Updating the language access guide and online hub in coordination with Title VI Coordinator/Specialist
- Coordinating LEP trainings for frontline, communications and engagement staff

### **Diversity, Equity & Inclusion department**

The department houses Metro’s Americans with Disabilities Act (ADA) Coordinator who leads various non-discrimination compliance efforts. ADA Coordinator responsibilities include the following:

- Respond to and investigate ADA complaints in partnership with Office of Metro Attorney and visitor venues
- Advise on state and federal disability and accessibility-related topics to senior leadership, Metro Council, staff, jurisdictional partners, consultants, and community partners
- Ensure ADA Title II compliance with Metro programs, activities, and services
- Monitor and support the development and implementation of ADA transition plans and self-evaluations
- Maintain and manage accessibility training curricula
- Provide support and guidance on the accessibility design standards and the code of federal regulations pertaining to non-discrimination based on disability

### **Human Resources department**

Metro’s Human Resources department is dedicated to attracting and retaining an effective, engaged workforce that reflects the community Metro serves. Human Resources is a full-service department

providing benefits, classification and compensation, employee and labor relations, organization development and training, department-specific recruitment and selection, and systems administration for the agency. Additionally, HR also establishes mandatory training requirements for staff and monitors compliance within the learning management system. ADA and Title VI activities include the following:

- Implement Title I of the Americans with Disabilities Act (ADA) ensuring that job applications, interviews, and other hiring processes are accessible to individuals with disabilities
- Receive and process reasonable accommodation requests under the ADA for employees with documented disabilities
- Implement Title VII of the Civil Rights Act of 1964 prohibiting employment discrimination based on race, color, religion, sex, or national origin

### **Finance and Regulatory Services**

Finance and Regulatory Services provides financial management, administrative, regulatory and operational services to Metro's elected officials, operating centers and services, employees and the public. In addition, Finance and Regulatory Services licenses small contractors, regulates private solid waste facilities and sets rates for public solid waste disposal facilities.

Each year, Metro invests millions of dollars in public services via contracts with businesses that provide those services to support the well-being of residents in Clackamas, Multnomah and Washington counties. By actively involving COBID-certified firms in the pool for business opportunities, Metro helps expand economic opportunities in the region. This department further advances Title VI compliance by the following:

- Including Federal non-discrimination clauses in appropriate business contracts
- Monitoring and reporting COBID-certified firm utilization at Metro

### **Office of Metro Attorney**

The Office of Metro Attorney (OMA) provides legal services to the entire Metro organization, including all departments, commissions, directors, agency staff, the Chief Operating Officer, the Metro Council and the Auditor. These legal services include research, evaluation, analysis, and advice regarding legal issues affecting Metro; review of contracts, requests for proposals and bid documents; negotiations regarding contractual agreements; advice and assistance on legislative matters. OMA is a key partner in addressing Title VI compliance and offers the following support:

- Reviews Title VI Plan, Title VI Program, Limited English Proficiency Plan and Public Engagement Guide before submission
- Co-manages complaint intake with Title VI Coordinator/Specialist
- Responds to, processes, and documents Title VI complaints as needed
- Offers technical assistance on reporting and processing Title VI complaints

### **Parks and Nature department, Housing department, Waste Prevention and Environmental Services department**

Frontline staff from the listed departments follow strategies found in Metro's Public Engagement Guide ensuring that no communities from the Portland region are discriminated against or precluded from participating in the agency's programs and activities. These departments' business practices continuously

assess communications, public engagement and language access strategies to ensure inclusion of historically marginalized populations. Guiding principles include:

- Public participation is very important in decision making.
- Transparency is a priority around project outcomes and impact on community.
- Meaningful public engagement with historically excluded communities is necessary.
- Engagement and communications are timely and mindful.
- Collaboration and capacity building is essential to address regional issues.
- Intergovernmental collaboration is present.
- Engagement is evaluated.
- Adaptive project timelines allow meaningful engagement.

## V. Subrecipient Review Procedures

Metro provides Title VI guidance and self-certification for local jurisdictions for regional plans, includes criteria in allocation decisions, and performs oversight for subrecipients.

### I. Regional Transportation Plan

As part of its Metropolitan Planning Organization responsibilities, Metro develops and maintains the Regional Transportation Plan, which tracks projects that include federal funding. Metro provides guidance on public engagement and Title VI requirements to local jurisdictions and other agencies submitting projects to the Regional Transportation Plan. In 2023, Metro refined its Regional Transportation Plan public engagement and non-discrimination certification checklist, asking jurisdictions and agencies to certify their Title VI compliance efforts.

Form A provides documentation and a description of the public engagement opportunities that have been provided by Metro's subrecipients during the planning and development of projects and programs proposed for amendment to the Regional Transportation Plan (RTP). Completion of the form declares that the subrecipient has provided adequate opportunities for public engagement during the development of plans and projects, including identifying and engaging marginalized communities, including people with low income, people with disabilities, people with limited English proficiency, and Black, Indigenous and other people of color.

**Form A: Public engagement and non-discrimination certification checklist for transportation system, subarea, topical, modal, and transit service plan or strategy development.** The contents include:

- Section A: Public engagement checklist
- Section B: Documentation of source(s) of amendment
- Section C: Summary of engagement (for NEPA projects only)
- Section D: Signed certification statement

### II. Subrecipient oversight

Subrecipients are monitored and supported in Title VI efforts by:<sup>4</sup>

- Notification of their responsibilities under Title VI and related statutes.
- Offering Title VI compliance support in navigating program and federal agency requirements.
- Requiring the posting of appropriate Title VI notices in their office
- Requiring their quarterly invoices indicate how many complaints they have had in the quarter - even if the number is zero

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<sup>4</sup> 2025-27 Regional Flexible Funds Allocation program direction, [oregonmetro.gov/sites/default/files/2021/11/29/2025-27-RFFA-program-direction-adopted-by-council-20210909.pdf](https://oregonmetro.gov/sites/default/files/2021/11/29/2025-27-RFFA-program-direction-adopted-by-council-20210909.pdf); see also 2025-27 Regional Flexible Funds Allocation outcomes evaluation report, [oregonmetro.gov/sites/default/files/2022/07/20/25-27\\_RFFA\\_OE%20Report\\_DRAFT%209-7-19-22.pdf](https://oregonmetro.gov/sites/default/files/2022/07/20/25-27_RFFA_OE%20Report_DRAFT%209-7-19-22.pdf).

If a subrecipient is found to be out of compliance, Metro will, in accord with the procedures and timeframes of FTA C 4702.1B VI.2 and 3:

- notify subrecipient of its non-compliance;
- require, review and approve a remedial action plan from the subrecipient;
- monitor the action plan and perform a follow up review; and
- if voluntary compliance is not reached, place subrecipients on deficiency status and suspend federal payments.

The correction period for deficiency status is not to exceed 90 days.



## VI. Data Collection, Reporting and Analysis

Metro continuously refines its data procedures to better understand the demographics of 1.7 million residents in the greater Portland region. To support this, the Title VI Coordinator/Specialist and Metro's Planning, Development and Research department gather data on the communities in its jurisdiction. Results from these demographic data practices inform transportation project leaders on the potential benefits and impacts of Metro's programs and activities. The importance or severity of these results helps guide Metro's work, including transportation investments made per the agency's role as the Metropolitan Planning Organization.

In addition, Metro requests race and ethnicity, gender, age, income and disability data from people who attend public events, public hearings, web surveys, and other tools. Providing this information is optional. To address public information request concerns and encourage participation, Metro has does not identify individuals by name. Metro also collects information through web surveys and other comment tools. This information is analyzed to determine that the people giving input are representative of the many backgrounds and neighborhoods in the Portland region. Additional outreach includes focused announcements through social media, discussion or focus groups, or specific consultation with community-based organizations. Information is also used to assess engagement events and processes to remove barriers to participation.

### Regional demographics: ethnicity, sex, age and income

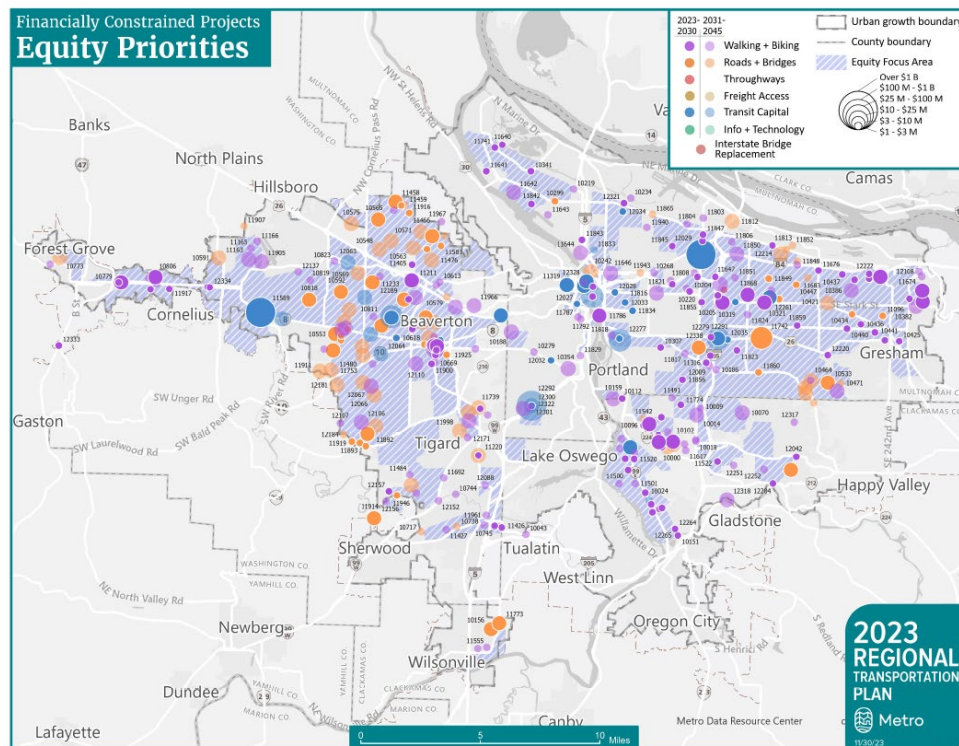
The charts below provide a snapshot of the broad range of communities that Metro serves. Table 1 is based on the 2020 decennial U.S. Census for race/ethnicity, with the categories based on the 2019-2023 American Community Survey 5-year estimates. Note that the total population estimate is different for the two sources.

|  |                            | Metro jurisdictional boundary |       | Metropolitan planning area |       |
|--|----------------------------|-------------------------------|-------|----------------------------|-------|
| <b>Ethnicity (2019-2023 ACS)</b>                 | <i>Population estimate</i> | 1,664,909                     |       | 1,687,087                  |       |
| White (alone, not Hispanic)                      |                            | 1,096,789                     | 65.9% | 1,112,653                  | 66.0% |
| Black or African American                        |                            | 92,344                        | 5.5%  | 92,651                     | 5.5%  |
| American Indian/Native American or Alaska Native |                            | 45,933                        | 2.8%  | 46,525                     | 2.8%  |
| Asian or Asian American                          |                            | 196,131                       | 11.8% | 196,967                    | 11.7% |
| Pacific Islander                                 |                            | 20,124                        | 1.2%  | 20,184                     | 1.2%  |
| Hispanic, Latino or Spanish origin               |                            | 238,691                       | 14.3% | 243,241                    | 14.4% |
| some other race                                  |                            | 180,355                       | 10.8% | 183,041                    | 10.8% |
| <b>Sex (2019-2023 ACS)</b>                       | <i>Population estimate</i> | 1,664,909                     |       | 1,687,087                  |       |
| Female   |                            | 836,211                       | 50.2% | 847,097                    | 50.2% |
| Male   |                            | 828,698                       | 49.8% | 839,990                    | 49.8% |
| <b>Age (2019-2023 ACS)</b>                       | <i>Population estimate</i> | 1,664,909                     |       | 1,687,087                  |       |
| younger than 18                                  |                            | 330,782                       | 19.9% | 335,859                    | 19.9% |

|                               |                           |                |                |       |
|-------------------------------|---------------------------|----------------|----------------|-------|
| 18 to 24                      | 129,622                   | 7.8%           | 131,295        | 7.8%  |
| 25 to 34                      | 271,857                   | 16.3%          | 274,260        | 16.3% |
| 35 to 44                      | 267,785                   | 16.1%          | 270,673        | 16.0% |
| 45 to 54                      | 222,585                   | 13.4%          | 225,937        | 13.4% |
| 55 to 64                      | 190,786                   | 11.5%          | 193,780        | 11.5% |
| 65 to 74                      | 154,193                   | 9.3%           | 156,533        | 9.3%  |
| 75 and older                  | 97,299                    | 5.8%           | 98,749         | 5.9%  |
| <b>Income (2019-2023 ACS)</b> | <b>Household estimate</b> | <b>683,045</b> | <b>690,866</b> |       |
| less than \$10,000            | 26,741                    | 3.9%           | 26,918         | 3.9%  |
| \$10,000 to \$19,999          | 35,251                    | 5.2%           | 35,514         | 5.1%  |
| \$20,000 to \$29,999          | 33,907                    | 5.0%           | 34,191         | 4.9%  |
| \$30,000 to \$49,999          | 78,735                    | 11.5%          | 79,641         | 11.5% |
| \$50,000 to \$74,999          | 97,932                    | 14.3%          | 99,148         | 14.4% |
| \$75,000 to \$99,999          | 86,452                    | 12.7%          | 87,415         | 12.7% |
| \$100,000 to \$149,999        | 127,926                   | 18.7%          | 129,672        | 18.8% |
| \$150,000 or more             | 196,102                   | 28.7%          | 198,366        | 28.7% |

Table 1: 019-2023 American Community Survey 5-year estimates

The map below provides a visual overview of the the distribution of communities in the greater Portland region, based on 2020 U.S. Census data, compared to proposed investments from the 2023 Regional Transportation Plan.<sup>5</sup>



<sup>5</sup> See Appendix E of the 2023 Regional Transportation Plan on the 2023 RTP library page: [oregonmetro.gov/regional-transportation-plan](https://oregonmetro.gov/regional-transportation-plan)

## VII. Title VI Training

Metro is continuously developing internal and external civil rights compliance efforts. The Title VI Coordinator/Specialist attends monthly training sessions led by ODOT's Office of Engagement and Civil Rights. These trainings support Title VI practitioners as they develop non-discrimination processes. Metro encourages staff to seek training to improve the agency's expertise in outreach, including historically underserved communities. Because of its role as a Metropolitan Planning Organization, the agency often attracts guest speakers on planning topics that often address civil rights in their presentations.

Metro employees have tools at their disposal to better connect and engage with the public, including historically marginalized communities. The agency's Public Engagement Guide<sup>6</sup> strengthens Metro's engagement practices by describing preferred community engagement practices and providing reporting guidance. The guide includes best practices to relay captured community engagement feedback to policymakers that help them make community-informed decisions. Altogether, the document is grounded in the following desired outcomes:

- People have accessible information and meaningful opportunities to participate in programs, services, or decision-making processes at Metro
- Metro creates welcoming spaces that encourage civic leadership and connection through community-led activities and building capacity for ongoing engagement
- The Metro Council makes decisions that are well-informed and responsive to the needs and perspectives of the diverse communities of greater Portland

The Central Communications department is a key leader in Title VI relevant trainings for internal staff, including those who support language translation and interpretation services for community members. Staff have access to an internal language access hub site with directions for procuring language access vendors, assistive listening and live captioning, sign language and spoken interpretation, and written translation services. The language access hub also includes a recorded live demo for how to seamlessly procure language services for community members.

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<sup>6</sup> 2024 Public Engagement Guide: [oregonmetro.gov/publicengagement](https://oregonmetro.gov/publicengagement)

## VIII. Complaint Procedures

Metro is committed to ensuring compliance with all civil rights laws and addresses complaints regarding discrimination on the basis of race, color and national origin. Metro provides instructions on how to file Title VI and ADA Title II discrimination complaints and follows specific procedures for referring or routing complaints to appropriate external agencies.

### I. Instructions for filing Title VI complaints

The “Know your rights” and the “Complaint procedures” web pages found at [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights)<sup>8</sup> inform of the right to language services and other accommodations encouraging residents to participate in Metro programs and activities.

Under the heading, “Metro respects civil rights,” it states:

Metro fully complies with Title VI of the Civil Rights Act of 1964 and subsequent statutes requiring no person be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, national origin, age, sex, disability, income level or Limited English Proficiency under any program or activity for which Metro administers.

Metro fully complies with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act that requires that no otherwise qualified individual with a disability be excluded from the participation in, be denied the benefits of, or be subjected to discrimination solely by reason of their disability under any program or activity for which Metro receives federal financial assistance.

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<sup>8</sup>Full URL: [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights)

(Civil Rights Act of 1964, 42 U.S.C. §2000d); sex (Federal-Aid Highway Act of 1973, 23 U.S.C. §324); age (Age Discrimination Act of 1975, as amended, 42 U.S.C. §6102); disability (Section 504 of Rehabilitation Act of 1973, 29 U.S.C §794 and Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §12132);

The “Know your rights” web page also includes the complaint instructions:

You have the right to file a complaint with Metro if you believe you have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age, disability, income level, or limited English Proficiency. Every effort will be made to address complaints. Metro offers multiple options for submitting discrimination complaints.

For complaints based on race, color, national origin, sex, age, income level or Limited English Proficiency, you can:

- Submit an electronic complaint form
- Submit a pdf discrimination complaint form to [civilrights@oregonmetro.gov](mailto:civilrights@oregonmetro.gov)
- Mail a complaint form to the Title VI Specialist, Metro, 600 NE Grand Ave., Portland, OR 97232
- Call 503-797-1555
- Visit Metro's administrative office at 600 NE Grand Ave. in Portland.

For complaints of discrimination because of disability, you can:

- Submit ADA discrimination complaint form
- Email [accessibility@oregonmetro.gov](mailto:accessibility@oregonmetro.gov)
- Mail a complaint to Heather Buczek, ADA coordinator and Accessibility Program Manager, Metro, 600 NE Grand Ave., Portland, OR 97232
- Call 971-940-3157 or 503-797-1804 TDD
- Visit Metro's administrative office at 600 NE Grand Ave. in Portland.

## II. Title VI complaint form

The Title VI complaint form is available on the webpage: [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights).

### Discrimination complaint form

We are asking for the following information to assist in processing your complaint. If you need help completing this form, call 503-797-1932.

First name

Last name

Street address

City, state and ZIP code

Home phone number

Work phone number

Person discriminated against (if someone other than you)

Which of the following best describes the reason you believe the discrimination took place?

☐ race/ethnicity ☐ gender ☐ disability

☐ other

If other, please specify:

On what date(s) did the alleged discrimination take place?

Describe the alleged discrimination. Explain what happened and who you believe is responsible:

IMPORTANT: By hitting submit, you agree that: (1) you have read, understand and accept the terms for procedures for tracking and investigating Title VI complaints and (2) you affirm that the information above is true to the best of your knowledge.

**Submit**

**SUPPLEMENTAL MATERIALS**

You may send any written materials or other information that you think is relevant to your complaint to:

**Clifford Higgins**  
Metro  
600 N.E. Grand Ave.  
Portland, Oregon 97232-2736  
Phone: 503-797-1932  
Fax: 503-797-1799  
Email: [clifford.higgins@oregonmetro.gov](mailto:clifford.higgins@oregonmetro.gov)

Metro's Title VI complaint form is formatted to gather information on the following:

- A written explanation of the alleged discriminatory actions;
- The complainant's contact information, including: full name, postal address, phone number, and email address;
- The basis of the complaint (e.g., race, color, national origin);
- The names of specific persons and respondents (e.g., agencies/organizations) alleged to have discriminated;
- Sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives Federal financial assistance; and
- The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is on-going. The form uses an "electronic signature," informing users:

Complainants may send written materials or other information they think is relevant to the complaint to the Title VI designee via mail or email.

If a complainant chooses to file a complaint via email, by phone or in person, the Title VI Coordinator or designee will perform preliminary intake to answer these questions and fill out a version of this form that may be printed and then reviewed and signed by the complainant.

### **III. Procedures for Title VI complaints**

Metro maintains a log of all complaints received with potential Title VI compliance implications. Complaints must be filed within 180 days of the alleged discriminatory event or practice. Metro encourages complainants to contact Metro's Title VI Coordinator/Specialist if they need assistance, alternate formats, or translation support. Metro will confirm receipt of complaint within 10 working days.

Formal Title VI compliant investigation procedures are conducted by external agencies. Metro routes all formal complaints to the Oregon Department of Transportation (ODOT) Office of Engagement and Civil Rights. After ODOT review, each formal complaint routes through the Federal-aid highway oversight hierarchy until the complaint reaches the Federal Highway Administration Headquarters Office of Civil Rights (HCR).

- HCR conducts all determinations regarding whether to accept, dismiss, or transfer Title VI complaints filed against State DOTs or Subrecipients of Federal financial assistance.
- When HCR decides on whether to accept, dismiss, or transfer the complaint, HCR will notify the Complainant, the FHWA Division Office, State DOT, and Subrecipient (where applicable).
- Complainants have the right to file with external agencies, the right to appeal, and experience non-retaliation from Metro staff. External agencies are listed in the following section of this report.

### **Accepting complaints in alternative languages and formats**

Metro ensures that persons with limited English proficiency have meaningful access to its programs and activities, including its complaint procedures. Complaints in languages other than English will be translated and responded to in the language in which they were sent.

Metro ensures that people with disabilities have access to its programs, services and activities, including its complaint procedure in accordance with Title II of the Americans with Disabilities Act of 1990. Reasonable accommodations should be made to facilitate the complaint process for a person with a disability, including transcribing a verbal complaint, translating and responding in Braille, and holding any meetings needed to resolve the issue at an accessible location.

It is important to recognize the need to modify practices to serve complainants with limited English proficiency and those with disabilities may extend beyond the complaint intake stage. Throughout the complaint resolution process, Metro will ensure these individuals understand their rights and responsibilities as well as the status of their complaint.

#### **If the complainant is represented by an attorney**

Complainants represented by an attorney should provide a letter of representation.

#### **Processing complaints**

The time frames provided below are calculated to meet the FHWA requirement that investigative reports must be submitted to FHWA within 60 days of Metro's receipt of the complaint.

##### *Reviewing Title VI complaints for completeness*

The complaint should be reviewed within five calendars days of receipt to determine whether it contains all the necessary information required for acceptance.

- If the complaint is complete, no additional information is needed and Metro has jurisdiction, the complainant should be sent an acceptance letter along with the complainant consent/release form.
- If the complaint is incomplete, the complainant should be contacted in writing or by telephone to obtain additional information. The complainant should be given 10 calendars days to respond to the request for additional information. To save time later, the complainant should also be sent a complainant consent/release form.
- If the complaint is in a language other than English, the complainant should be sent a translated letter of receipt with information of potential next steps. These include information needed to route the complaint and notification that the FHWA holds all determinations for complaint acceptance, denial or transfer. This letter should also include and consent/release form to move the process forward as Metro translates the complaint.

##### *Notification of acceptance of complaints*

After determining that the complaint will be routed from Metro to ODOT and/or the FHWA:



- the complainant should be sent an acceptance letter along with the complainant consent/release form
- the respondent should be sent a notification letter; if needed, the respondent should also be sent a request for information.

The notification and acceptance letters should contain the following information:

- the basis for the complaint;
- a brief statement of the allegations;
- a brief statement that all formal complaints;
- an indication of when parties will be contacted;
- a cautionary statement that respondents or other persons shall not intimidate, threaten, coerce or discriminate against any person because they have made a complaint, testified, assisted or participated in any manner in an investigation, proceeding or hearing under Title VI or any other laws or regulations related to non-discrimination;
- notice of availability of alternative dispute resolution and early resolution, if appropriate; and
- the Title VI Coordinator/Specialist's contact information.

#### **IV. Procedures for recording and reporting Title VI investigations, complaints and lawsuits**

##### **Recording complaints**

To comply with the reporting requirements, federal guidelines require Metro to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations conducted by entities other than FHWA; lawsuits; and complaints naming Metro. Upon initial receipt, a complaint should always be date stamped, assigned a case number and recorded as part of list of active investigations, lawsuits and complaints related to Title VI. The date of receipt by the receiving office is crucial for determining jurisdiction and timeliness. Case numbers should follow the convention "Metro-ORYY-##" (YY= year; ##=complaint number for that year). The following is a sample of Metro's recording form, which is also used to track inquiries regarding possible Title VI complaints and other discrimination complaints.

|                       |  |
|-----------------------|--|
| Name of complainant   | Name of affected person (if different) |
| Address               | Address                                |
| City, State, ZIP Code | City, State, ZIP Code                  |

|   |                              |
|---|------------------------------|
| Phone   |                              |
| Basis of complaint (race, color, national origin, sex, age, disability, other (specify)): |                              |
| Summary of Allegations:   |                              |
| Complaint recipient:  | Date filed:                  |
| Status of Investigation taken by ODOT/FHWA in Response:                                   | Final Findings of Complaint: |

### **Notification of acceptance of complaints**

After determining the complaint is complete, the Title VI Coordinator/Specialist or designee will notify:

- The Deputy Chief Operating Officer
- The Office of Metro Attorney
- The civil rights officer of the appropriate jurisdiction (ODOT)

## IX. Dissemination of Title VI Information

Metro's Title VI notice to the public declares Metro's compliance with Title VI and related authorities and informs members of the public of the protections against discrimination afforded to them by Title VI.

### A. Title VI notices

The paragraph below is posted at Metro's office facility and inserted in publications that are distributed to the public, including reports and agendas for Metro Council sessions and other meetings:

Metro fully complies with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act and other statutes that ban discrimination. If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age or disability, they have the right to file a complaint with Metro. For information on Metro's civil rights program, or to obtain a discrimination complaint form, visit [oregonmetro.gov/civilrights](https://www.oregonmetro.gov/civilrights) or call 503-813-7514. Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter, communication aid or language assistance, call 503-797- 1790 or TDD/TTY 503-797-1804 (8 a.m. to 5 p.m. weekdays) 5 business days before the meeting. All Metro meetings are wheelchair accessible. Individuals with service animals are welcome at Metro facilities, even where pets are generally prohibited.

For up-to-date public transportation information, visit TriMet's website at [trimet.org](https://trimet.org).

In addition, the posted notices and Metro Council and other meeting agendas include an abbreviated notice in languages that meet the Department of Justice Safe Harbor guidance on accessibility for people with limited English proficiency.<sup>7,8</sup> This notice translates to:

Metro respects civil rights. For information on Metro's civil rights program or to obtain a discrimination complaint form, visit [oregonmetro.gov/civilrights](https://www.oregonmetro.gov/civilrights).<sup>9</sup>

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<sup>7</sup> All recipients of Department financial assistance have a continuing obligation to comply with Title VI, all applicable Title VI implementing regulations, all applicable federal civil rights laws and nondiscrimination provisions. Recipients of federal financial assistance also have a continuing obligation under the Rehabilitation Act of 1973 to ensure that their communications with individuals with disabilities are as effective as communications with others and may need to provide qualified sign language interpreters for individuals who are deaf. Recipients of federal financial assistance, including subrecipients, are reminded that the denial of language assistance services can be evidence of discrimination on the basis of national origin or disability under certain circumstances. <https://www.justice.gov/crt/media/1394191/dl?inline>

<sup>8</sup> As of May 2025, this notice is translated into 19 languages: Arabic, Cambodian, Chinese, Hindi, Hmong, Japanese, Korean, Laotian, Nepali, Persian, Romanian, Russian, Somali, Spanish, Tagalog, Telugu, Thai, Ukrainian and Vietnamese..

<sup>9</sup> The web page [oregonmetro.gov/civilrights](https://www.oregonmetro.gov/civilrights) has the information addressed in chapter 2, How to file a Title VI discrimination complaint, translated into the corresponding languages, including the discrimination complaint form.

## **B. Posting locations**

Metro publishes the longer version of its Title VI notice in all significant transportation planning documents, including but not limited to: metropolitan area long range transportation plan (most recent update known as the 2023 Regional Transportation Plan), Metropolitan Transportation Improvement Program, Draft Environmental Impact Statements, funding allocation reports and public comment reports.

Since Metro does not provide public transit service, the agency does not post the notice in vehicles.

Metro's Title VI notice appears on a web page for the topic, [oregonmetro.gov/civilrights](https://oregonmetro.gov/civilrights).<sup>20</sup> This web page makes the document more accessible because it can be found through searches on the agency's web page and on common internet search engines. It is also linked from the homepage through a "Know your rights" link. The notice also has been posted at three locations in the agency's headquarters, the Metro Regional Center: the entrance to the Metro council chamber, the main entrance to the building near the security check-in desk and the Human Resources Department

As of Jan. 26, 2012, Metro published and posted the notice in English. Metro began including translated versions in the agency's headquarters on March 16, 2012. Metro began including translated notices on Metro Council and other meeting agendas in September 2014.

Metro's current translated Title VI notices are shown on the following pages.

Posted notice (posted at size 18x24; shown smaller here):



# Hello Kamusta

こんにちは。Hola

Xin chào    مرحباً

Здравствуйте

Bună! សະបាមទី

နွယ် Nyob zoo

Haye سلام 你好

# नमस्कार Вітаю

## Metro respects civil rights

Metro fully complies with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act and other statutes that ban discrimination. If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age or disability, they have the right to file a complaint with Metro. For information on Metro's civil rights program, or to obtain a discrimination complaint form, visit [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) or call 503-797-1790. Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter, communication aid or language assistance, call 503-797-1790 at least 10 business days before the meeting. All Metro meetings are open to the public and are accessible. Individuals with service animals are welcome at Metro facilities, even where pets are generally prohibited. For up-to-date public transportation information, visit [metro.org](http://metro.org)'s website at [trimet.org](http://trimet.org).

Thông báo về sự không kỳ thị của Metro | Vietnamese

Metro tôn trọng dân quyền. Muốn biết thêm thông tin về chương trình dân quyền của Metro, hoặc muốn lấy đơn khiếu nại vì sự kỳ thị, xin xem [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) hoặc gọi số 503-797-1790. Nếu quý vị cần thông dịch viên ra dấu bằng tay, trợ giúp về tiếp xúc hay ngôn ngữ, xin gọi số 503-797-1790 hay TDD/TTY 503-797-1804 (từ 8 giờ sáng đến 5 giờ chiều vào những ngày thường) trước buổi họp 5 ngày làm việc.

## Повідомлення Metro про заборону дискримінації | Ukrainian

Metro з повагою ставиться до громадянських прав. Для отримання інформації про програму Metro із захисту громадянських прав або форми скарги про дискримінацію відвідайте сайт [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) або зателефонуйте за номером 503-797-1790. Якщо вам потрібен переклад на зборах, для задоволення вашого запиту зателефонуйте за номером 503-797-1790 з 8.00 до 17.00 у робочі дні за п'ять робочих днів до зборів.

## Metro的不歧視公告 | Chinese

Metro尊重民權。欲瞭解Metro民權計畫的詳情，或獲取歧視投訴表，請瀏覽網站 [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) 或撥打 503-797-1790。如果您需要口譯方可參加公共會議，請在會議召開前5個營業日撥打503-797-1790（工作日上午8點至下午5點），以便我們滿足您的要求。

## Ogeysiiska takooris la'aanta ee Metro | Somali

Metro waxay ixtiraamtaa xuquuqda madaniga. Haddii aad u baahan gargaar ah luqadda, wax 503-797-1790 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) 5 maalmo shaqo ka hor kullanka. Haddii aad u baahan tahay turjubaan si aad uga qaybqaadatid kullan dadweyne, wax 503-797-1790 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqo ka hor kullanka si loo tixgaliyo codsashadaada.

## Metro의 차별 금지 관련 통지서 | Korean

Metro는 시민권을 존중합니다. Metro의 시민권 프로그램에 대한 정보 또는 차별 항의서 양식을 얻으려면, [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights). 당신의 언어 지원이 필요한 경우, 회의에 앞서 5 영업일 (오후 5시 주중에 오전 8시) 503-797-1790를 호출합니다. 또는 차별에 대한 불만을 신고 할 수.

## Metroの差別禁止通知 | Japanese

Metroでは公民権を尊重しています。Metroの公民権プログラムに関する情報について、または差別苦情フォームを入手するには、[oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights)をご覧ください。503-797-1790までお電話ください。公開会議で言語通訳を必要とされる方は、Metroがご要望に対応できるよう、公開会議の5営業日前までに503-797-1790（平日午前8時～午後5時）までお電話ください。

## Paunawa ng Metro sa kawalan ng diskriminasyon | Tagalog

Iginagalang ng Metro ang mga karapatang sibil. Para sa impormasyon tungkol sa programa ng Metro sa mga karapatang sibil, o upang makakuha ng porma ng reklamo sa diskriminasyon, bisitahan ang [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) o tumawag sa 503-797-1790. Kung kailangan ninyo ng interpreter ng wika sa isang pampublikong pulong, tumawag sa 503-797-1790 (8 a.m. hanggang 5 p.m. Lunes hanggang Biyernes) lima araw ng trabaho bago ang pulong upang mapagbigyan ang inyong kahilingan.

## Notificación de no discriminación de Metro | Spanish

Metro respeta los derechos civiles. Para obtener información sobre el programa de derechos civiles de Metro o para obtener un formulario de reclamo por discriminación, ingrese a [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) o llame al 503-797-1790. Si necesita asistencia con el idioma, llame al 503-797-1790 (de 8:00 a. m. a 5:00 p. m. los días de semana) 7 días laborales antes de la asamblea.

## Уведомление о недопущении дискриминации от Metro | Russian

Metro уважает гражданские права. Узнать о программе Metro по соблюдению гражданских прав и получить форму жалобы о дискриминации можно на веб-сайте [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) или по телефону 503-797-1790. Если вам нужен переводчик на общественном собрании, оставьте свой запрос, позвонив по номеру 503-797-1790 в рабочие дни с 8:00 до 17:00 и за пять рабочих дней до даты собрания.

## Avizul Metro privind nediscriminarea | Romanian

Metro respectă drepturile civile. Pentru informații cu privire la programul Metro pentru drepturi civile sau pentru a obține un formular de reclamație împotriva discriminării, vizitați [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) sau sunați la 503-797-1790. Dacă aveți nevoie de un interpret de limbă la o ședință publică, sunați la 503-797-1790 (între orele 8 și 5, în timpul zilelor lucrătoare) cu cinci zile lucrătoare înainte de ședință, pentru a putea să vă răspundă în mod favorabil la cerere.

## Metro txoj kev ntxub ntxaug daim ntawv ceeb toom | Hmong

Metro tributes cai. Rau cov lus qhia txog Metro txoj cai kev pab, los yog kom sau ib daim ntawv tsis txaus siab, mus saib [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights).  
Yog hais tias koj xav tau lus kev pab, hu rau 503-797-1790 (8 teev sawv ntxov txog 5 teev tsaus ntuj weekdays) 5 hnub ua hauj lwj ua ntej ntawm lub rooj sib tham.

សេចក្តីជូនដំណឹងសម្រាប់ការបិទបង្គោលរោងចក្រ Metro | Khmer Cambodian

Metro អាចរកសិទ្ធិប្រជាជនលេខៗ ។ សំរាប់ព័ត៌មានបន្ថែមអំពីកិច្ចសិទ្ធិប្រជាជនលេខៗរបស់ Metro, ប្រាប់ការប្រជុំជើងដើរដេញ, គ្រូបង្វែរក្នុងសហរដ្ឋ oregonmetro.gov/civilrights ។ ប្រសិនបើ អ្នករស់នៅក្នុងតំបន់ក្រៅសហរដ្ឋលេខៗ, ទូរស័ព្ទចេញទៅលេខ 503-797-1790 (ពីថ្ងៃទី 8 កក្កដា រហូតដល់ថ្ងៃទី 5 កញ្ញា ក្រៅម៉ោងធម្មតា) ឬអ៊ីម៉ែល ទំនាក់ទំនងដល់ការប្រជុំ ។

## मेट्रो नागरिक अधिकारहरूको सम्मान गर्दछ | Nepali

आपको अधिकतर साहज पडनुमेने तपाईंलाई दोभने सक्छन्। तपाईंलाई मेरेको कारकहरुमा सहामा होइन तपाईं नजिकवालाहरु तल मद्दत गर्ने अन्य वयसवालाहरु तल अनुमति दिदिन। मेरेको तपाईं सधैने गे। भेटेमा कान्छाहरुको तलाश तल। तपाईंलाई तलकाहरुको केवलमा आफ्नो दोभने बढिदिन भने आफ्नो अपराधलाई तपाईंलाई तलको सानि 503-797-1790 (बोर्डन दोभनेमा स. केलामा कान्छा तल) केवलमा स. वयसवालाहरु तल आफ्नो फोन तल। भेटेमाको सानाहरु तलका तल। मेरेको तपाईं अधिकतर कारकहरुको बारेमा जानकारी तल, oregonmetro.gov/civillitrics मा जनुमिने स. 503-797-1790 मा तलको तल।

Metro ເຄົາລົບຕໍ່ສິດທິພົນລະເມືອງ | Laotian

ອະທິບາຍສ່ວນໜຶ່ງ ທີ່ກ່ຽວຂ້ອງກັບ ທ່າມກາງສີດໄດ້ຮັບການລະບາກແປງຂາສາ ແລະ ການຂອງຂ່າຍໂປງ (ເພື່ອລ່ວຍຫາຜະໂນ້ມໃນເບື້ອງການ ແລະ ການດຳລົງໃນໄຂຂອງ Metro. Metro ປະຕິບັດ ຕາມກົດໝາຍວ່າດ້ວຍການຈຳແນກຄວາມແຕກຕ່າງຂອງລັກສະນະທາງກາງ ຖ້າຫາກເຫຼືອຍົກເຖິງເປັນສາຂາໃນການປະຊຸມສາທາລະນະ, ໃຫ້ເຫັນວ່າ 503-797-1790 (8 ໂມງເຊົ້າ-ໜຶ່ງ 5 ໂມງແລງໃນມື້ເຮັດວຽກ) ຫ້າວື່ນເຮັດວຽກລ່ວງໜ້າກອງປະຊຸມ ເພື່ອໃຫ້ມີພາບວາດສະໝຸດດ້ານຄຳຂໍຂອບຕໍ່ການໄປສຳລັບບັນຊີລາຍມືດຽວກັນສາດີ ພາຍໃຕ້ເລຂາທິການ Metro ຫຼື ພາຍໃຕ້ສະພາບພາຍນອກການຈຳແນກຄວາມແຕກຕ່າງ, ໄປທີ່ Oregoninfo.gov/civilrights ໃຫ້ເຫັນວ່າ 503-797-1790

Arabic | Metro شعار بعدم التمييز من

تحتّم Metro الحقوق المدنية. للمزيد من المعلومات حول برنامج Metro للحقوق المدنية أو لإبداء شكوى ضد التمييز، يُرجى زيارة الموقع الإلكتروني [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) إن كنت بحاجة إلى مساعدة في اللغة، يجب عليك الاتصال مقدماً برقم الهاتف 503-797-1790 (من الساعة ٨ صباحاً حتى الساعة ٥ مساءً، أيام الاثنين إلى الجمعة) قبل ساعة (٧) أيام عمل من موعد الاجتماع.

Persian | ترو به حقوق مننی احترام می گذارد

حقوق خود آگاه باشید شما حق دارید از خدمات مترجم شفاهی و سایر تسهیلاتی که جهت شرکت در برنامه ها و تصمیمات متربو به شما کمک می کنند استفاده نمایید. متربو تمامی قوانین مربوط به عدم تبعیض فدرال را رعایت می کند. اگر در یک جلسه عمومی نیاز به یک مترجم شفاهی داشتید، پنج روز قبل از برگزاری جلسه جهت پیگیری به درخواست نان، با شماره 719-797-1799 (503) یا 609-797-1799 (212) صبح تا 5 بعد از ظهر می روز هفته) تماس بگیرید. برای اطلاعات در مورد برنامه حقوق مدنی متربو یا برای دریافت فرم تبعیض، به وبسایت [www.courts.state.nj.us/civilrights](http://www.courts.state.nj.us/civilrights) مراجعه نمایید یا با شماره 719-797-1799 (503) تماس بگیرید.

Notice provided with Metro Council and committee agendas (at 8.5x11; shown smaller here):

## Metro respects civil rights

Metro fully complies with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act and other statutes that ban discrimination. If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age or disability, they have the right to file a complaint with Metro. For information on Metro's civil rights program, or to obtain a discrimination complaint form, visit [oregonmetro.gov/civilrights](http://oregonmetro.gov/civilrights) or call 503-797-1890. Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter, communication aid or language assistance, call 503-797-1890 or TDD/TTY 503-797-1804 (8 a.m. to 5 p.m. weekdays) 5 business days before the meeting. All Metro meetings are wheelchair accessible. Individuals with service animals are welcome at Metro facilities, even where pets are generally prohibited. For up-to-date public transportation information, visit TriMet's website at [trimet.org](http://trimet.org).

### Thông báo về sự Metro không kỳ thị của

Metro tôn trọng dân quyền. Muốn biết thêm thông tin về chương trình dân quyền của Metro, hoặc muốn lấy đơn khiếu nại về sự kỳ thị, xin xem trong [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Nếu quý vị cần thông dịch viên ra dấu bằng tay, trợ giúp về tiếp xúc hay ngôn ngữ, xin gọi số 503-797-1700 (từ 8 giờ sáng đến 5 giờ chiều vào những ngày thường) trước buổi họp 5 ngày làm việc.

### Повідомлення Metro про заборону дискримінації

Metro з повагою ставиться до громадянських прав. Для отримання інформації про програму Metro із захисту громадянських прав або форми скарги про дискримінацію відвідайте сайт [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). або Якщо вам потрібен перекладач на зборах, для задоволення вашого запиту зателефонуйте за номером 503-797-1700 з 8.00 до 17.00 у робочі дні за п'ять робочих днів до зборів.

### Metro 的不歧视公告

尊重民權。欲瞭解Metro民權計畫的詳情，或獲取歧視投訴表，請瀏覽網站 [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)。如果您需要口譯方可參加公共會議，請在會議召開前5個營業日撥打503-797-1700（工作日上午8點至下午5點），以便我們滿足您的要求。

### Ogeysiiska takooris la'aanta ee Metro

Metro waxay ixtiraamtaa xuquuqda madaniga. Si aad u heshid macluumaad ku saabsan barnaamijka xuquuqda madaniga ee Metro, ama aad u heshid warqadda ka cabashada takoorista, booqo [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Haddii aad u baahan tahay turjubaan si aad uga qaybqaadatid kullaan dadweyne, wac 503-797-1700 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqo ka hor kullanka si loo tixgaliyo codsashadaada.

### Metro의 차별 금지 관련 통지서

Metro의 시민권 프로그램에 대한 정보 또는 차별 항의서 양식을 얻으려면, 또는 차별에 대한 불만을 신고 할 수 [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). 당신의 언어 지원이 필요한 경우, 회의에 앞서 5 영업일 (오후 5시 주중에 오전 8시) 503-797-1700을 호출합니다.

### Metro의差別禁止通知

Metroでは公民権を尊重しています。Metroの公民権プログラムに関する情報について、または差別苦情フォームを入手するには、[www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)。までお電話ください公開会議で言語通訳を必要とされる方は、Metroがご要望に対応できるよう、公開会議の5営業日前までに503-797-1700（平日午前8時～午後5時）までお電話ください。

### សេចក្តីជូនដំណឹងអំពីការមិនរើសអើងរបស់ Metro

ការគោរពសិទ្ធិពលរដ្ឋរបស់ ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិពលរដ្ឋរបស់ Metro ឬដើម្បីទទួលបានការបណ្តឹងរើសអើងសូមទូរសព្ទសួរគេហទំព័រ [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)។ បើលោកអ្នកត្រូវការអ្នកបកប្រែភាសាដទៃទៀត ឬជំនាញផ្សេងៗ សូមទូរសព្ទសួរលេខ 503-797-1700 (ម៉ោង 8 ព្រឹកដល់ម៉ោង 5 ល្ងាច ថ្ងៃធ្វើការ) ច្រើនជាងមុន ថ្ងៃធ្វើការ មុនថ្ងៃប្រជុំដើម្បីអាចឱ្យគេស្តាប់ការបកប្រែរបស់លោកអ្នក។

### إشعار بعدم التمييز من Metro

تحتزم Metro الحقوق المدنية. للمزيد من المعلومات حول برنامج Metro للحقوق المدنية أو لإيداع شكوى ضد التمييز، يرجى زيارة الموقع الإلكتروني [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). إن كنت بحاجة إلى مساعدة في اللغة، يجب عليك الاتصال مقدماً برقم الهاتف 503-797-1700 (من الساعة 8 صباحاً حتى الساعة 5 مساءً، أيام الاثنين إلى الجمعة) قبل خمسة (5) أيام عمل من موعد الاجتماع.

### Paunawa ng Metro sa kawalan ng diskriminasyon

Iginalang ng Metro ang mga karapatang sibil. Para sa impormasyon tungkol sa programa ng Metro sa mga karapatang sibil, o upang makakuha ng porma ng reklamo sa diskriminasyon, bisitahin ang [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Kung kailangan ninyo ng interpreter ng wika sa isang pampublikong pulong, tumawag sa 503-797-1700 (8 a.m. hanggang 5 p.m. Lunes hanggang Biyernes) lima araw ng trabaho bago ang pulong upang mapagbigyan ang inyong kahilingan.

### Notificación de no discriminación de Metro

Metro respeta los derechos civiles. Para obtener información sobre el programa de derechos civiles de Metro o para obtener un formulario de reclamo por discriminación, ingrese a [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Si necesita asistencia con el idioma, llame al 503-797-1700 (de 8:00 a. m. a 5:00 p. m. los días de semana) 5 días laborales antes de la asamblea.

### Уведомление о недопущении дискриминации от Metro

Metro уважает гражданские права. Узнать о программе Metro по соблюдению гражданских прав и получить форму жалобы о дискриминации можно на веб-сайте [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Если вам нужен переводчик на общественном собрании, оставьте свой запрос, позвонив по номеру 503-797-1700 в рабочие дни с 8:00 до 17:00 и за пять рабочих дней до даты собрания.

### Avizul Metro privind nediscriminarea

Metro respectă drepturile civile. Pentru informații cu privire la programul Metro pentru drepturi civile sau pentru a obține un formular de reclamație împotriva discriminării, vizitați [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Dacă aveți nevoie de un interpret de limbă la o ședință publică, sunați la 503-797-1700 (între orele 8 și 5, în timpul zilelor lucrătoare) cu cinci zile lucrătoare înainte de ședință, pentru a putea să vă răspunde în mod favorabil la cerere.

### Metro txoj kev ntuxub ntuxaug daim ntawv ceeb toom

Metro tributes cai. Rau cov lus qhia txog Metro txoj cai kev pab, los yog kom sau ib daim ntawv tsis txaus siab, mus saib [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Yog hais tias koj xav tau lus kev pab, hu rau 503-797-1700 (8 teev sawv ntov txog 5 teev tsaus ntuj weekdays) 5 hnub ua hauj lwm ua ntej ntawm lub rooj sib tham.

### **C. Vital documents**

The following vital documents have been translated into Arabic, Chinese, Hmong, Japanese, Korean, Khmer, Lao, Persian, Romanian, Russian, Somali, Spanish, Tagalog, Ukrainian and Vietnamese:<sup>21</sup>

- nondiscrimination and Title VI civil rights notice
- nondiscrimination and Title VI civil rights complaint procedures
- discrimination and Title VI civil rights complaint form
- information about Metro's language line
- language and accessibility assistance notice
- notice of potential real property impacts (to be translated during specific National Environmental Policy Act (NEPA) process)
- notice of right to participate in formal comment period (to be translated during NEPA process or formal land use action)
- description about Metro programs and services
- notice of how to provide public testimony.

## **X. Review of State Transportation Authority (STA) Directives**

### **I. Program assessment and monitoring procedures**

Program assessment and monitoring by Metro's Title VI Coordinator/Specialist or designee includes biennial review and annual reporting to the ODOT Title VI Designated Official. In addition, any member of the public may inspect public reports, personnel rules, executive orders, resolutions and ordinances pertaining to public outreach, and non-discrimination.

Residents may also request such project and program records through each department.

### **II. Annual reporting procedures**

Each year, the Title VI Coordinator/Specialist reviews Metro's agency-wide Title VI program to ensure compliance with regulations. In addition, the coordinator reviews agency operational guidelines and publications, including those for contractors, to ensure Title VI language and provisions are incorporated, as appropriate.

The Title VI Coordinator/Specialist will prepare and submit a Title VI Annual Accomplishments report to ODOT as required. Content of the report will describe, at minimum:

- The previous year's Title VI-related activities and efforts, including accomplishments and program changes.
- Changes in organizational structure or Title VI personnel.
- An accounting of any Title VI complaints submitted to Metro.
- Title VI-related goals and objectives for the coming year.



## **XI. Compliance and Enforcement Procedures**

The Title VI Coordinator/Specialist is responsible for monitoring compliance with Title VI requirements in all aspects of Metro's efforts to identify, engage and assess benefits and impacts for historically marginalized communities. The Title VI Coordinator will:

- develop and distribute information on Title VI rights and guarantees within Metro programs to the general public and provide such information in languages other than English, as appropriate;
- include a Title VI notice to the public, either full or abbreviated, in all news releases, Metro Council and advisory committee meeting agendas and the Metro website;
- ensure that methods to identify historically marginalized communities comply with Title VI requirements and follow or exceed current best practices;
- ensure that communications and public engagement efforts comply with Title VI requirements and follow or exceed current best practices;
- disseminate information to minority media and organizations representing historically marginalized communities to engage fully diverse interest groups in the planning process;
- notify affected and protected groups of public hearings regarding proposed actions and make the hearings accessible to all residents, including the use of interpreters when requested or an authentic need has been otherwise identified;
- ensure meeting rooms at Metro and other locations are accessible to all;
- collect evaluative information about public meetings and comment opportunities to track how well different segments of the population are represented, determine where special efforts should be made to engage underrepresented voices, and seek continually improving outreach methods;
- process Title VI complaints in accordance with the Title VI complaint processing procedure; and
- ensure that methods to assess the benefits and impacts for historically marginalized communities comply with Title VI requirements and follow or exceed current best practices

If any area is found to be out of compliance, the Title VI Coordinator/Specialist will work with program staff and the Office of Metro Attorney to restore compliance and report status and corrective steps to the Deputy Chief Operating Officer.

## **XII. Limited English Proficiency**

Title VI of the Civil Rights Act protects individuals from discrimination based on national origin. As part of this commitment, Metro offers language access services, such as free translation and interpretation services, to ensure that everyone can fully participate in and benefit from agency programs, services, activities, and facilities.

Additionally, Metro updated its Limited English Proficiency Plan in 2024 to help provide language assistance for English-language learners in the Portland region. The LEP plan includes elements to ensure that English-language learners have access to the planning notices, processes and published information. Metro will also offers multilingual material and documents and interpretation at meetings and events when requested.

In developing the Limited English Proficiency Plan, Metro conducted the four-factor analysis which considers the following:

1. number or proportion of persons with limited English proficiency (LEP) eligible to be served or likely to be encountered by a program, project or service
2. frequency with which LEP individuals come in contact with the program, project or service
3. nature and importance of any proposed changes to people's lives
4. program, project or service resources available for language assistance and costs of language assistance.

The full four-factor analysis is available in Metro's Limited English Proficiency Plan.<sup>10</sup> There were several key findings revealed in the factor 1 analysis:

- 340,023 persons over the age of five, or 19.6 percent of the Metro region's over-5 population, speaks a language other than English at home.
- 118,398 persons over the age of five speak a language other than English at home and speak English less than "very well". This population is 6.8 percent of the Metro region's over-five population.
- Spanish is the second most predominant language, other than English, spoken in the region
- Sixteen languages within Metro's service area have limited English proficient populations that may meet or exceed 1,000 persons.

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<sup>10</sup> [oregonmetro.gov/sites/default/files/2022/03/31/2021\\_LEPplan-Metro%28Portland%2C%2C%29.pdf](https://oregonmetro.gov/sites/default/files/2022/03/31/2021_LEPplan-Metro%28Portland%2C%2C%29.pdf)

- The analysis shows the languages that may meet or exceed 1,000 persons with limited English proficiency; no language exceeds five percent of the service area population.

Of all languages spoken in the region, the table below shows the languages that are very near or exceed the limited English proficiency threshold of 1,000 persons. No languages meet the five percent of the service area population threshold.

**Table 1: Languages in Metro region that may exceed 1,000 LEP persons**

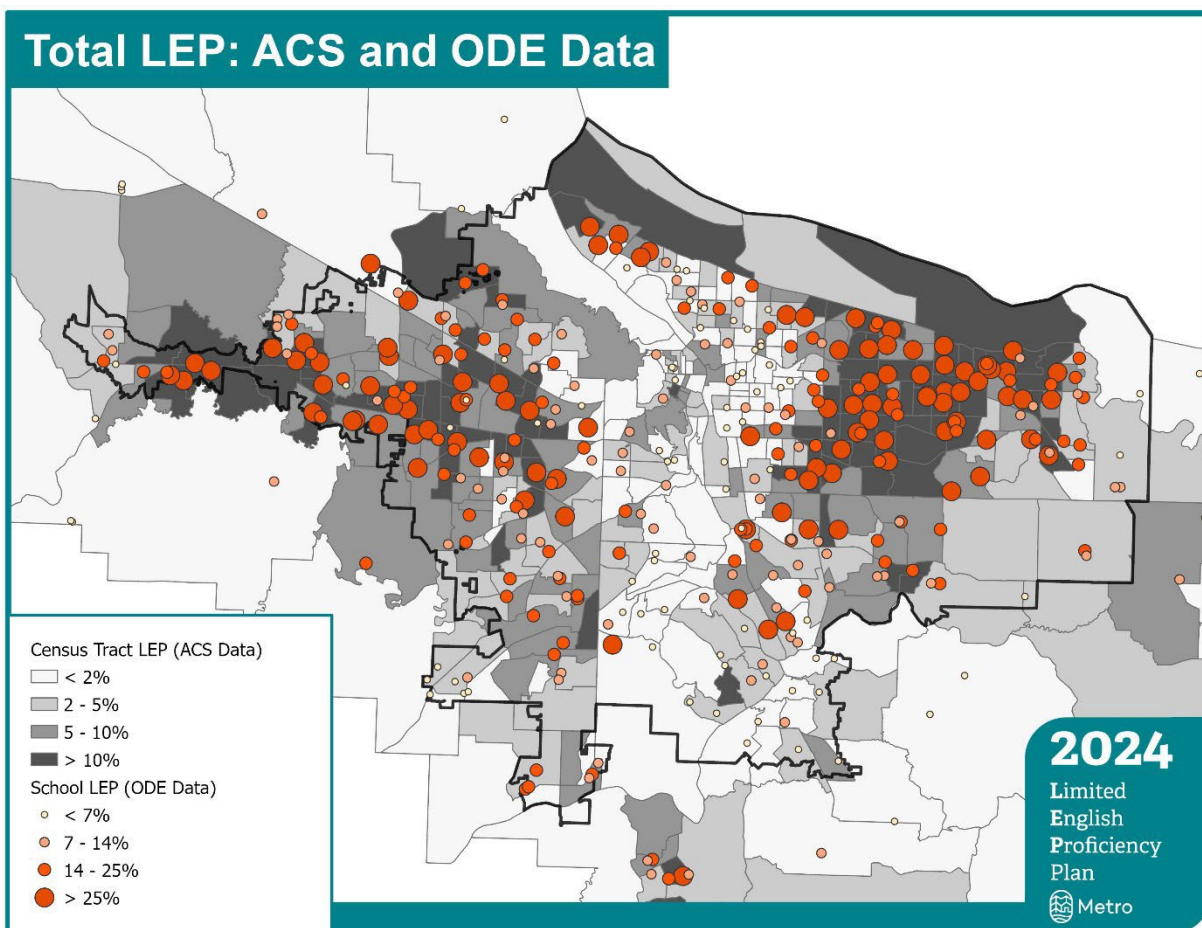
| Languages spoken at home                | Population 5 and over speaking a language other than English at home | Population that is LEP, age 5 and over, by native language | Population that is LEP, age 5 and over, by native language, margin of error | Percent of total LEP population by native language | Percent of total Metro region population age 5 and over (1,735,490), LEP, by language |
|---|--|--|---|--|---|
| Spanish                                 | 150,380  | 51,773   | +/- 2,986   | 43.7%  | 3.0%  |
| Vietnamese                              | 24,997   | 14,700   | +/- 1,427   | 12.4%  | 0.8%  |
| Chinese                                 | 22,834   | 11,007   | +/- 1,106   | 9.3%   | 0.6%  |
| Russian                                 | 16,097   | 6,339  | +/- 1,178   | 5.4%   | 0.4%  |
| Korean                                  | 7,885  | 3,711  | +/- 593   | 3.1%   | 0.2%  |
| Arabic                                  | 8,105  | 2,684  | +/- 767   | 2.3%   | 0.2%  |
| <i>Ukrainian *</i>                      | <i>no ACS data</i>   | 2,390  | +/- 561   | 2.0%   | 0.1%  |
| Tagalog                                 | 8,325  | 2,043  | +/- 487   | 1.7%   | 0.1%  |
| Japanese                                | 7,111  | 1,930  | +/- 353   | 1.6%   | 0.1%  |
| Persian                                 | 4,392  | 1,231  | +/- 454   | 1.0%   | 0.1%  |
| Khmer                                   | 2,091  | 1,043  | +/- 300   | 0.9%   | 0.1%  |
| <i>Somali *</i>                         | <i>no ACS data</i>   | 1,022  | +/- 261   | 0.9%   | 0.1%  |
| <i>Romanian *</i>                       | <i>no ACS data</i>   | 969  | +/- 222   | 0.8%   | 0.1%  |
| <i>Thai *</i>                           | <i>no ACS data</i>   | 921  | +/- 237   | 0.8%   | 0.1%  |
| Hindi                                   | 6,068  | 846  | +/- 280   | 0.7%   | 0.05%   |
| <i>Lao *</i>                            | <i>no ACS data</i>   | 799  | +/- 206   | 0.7%   | 0.05%   |
| <b>Total, all non-English languages</b> | <b>340,023</b>   | <b>118,398</b>   | <b>+/- 6,019</b>  | <b>100.0%</b>                                      | <b>6.8%</b>   |

## Factor 1 analysis population data sources

Metro uses the following data sources to conduct the Factor 1 analysis. Data analysis in Metro's service area reveals the number or proportion of English language learners eligible to be served by Metro or encountered by Metro programs or services:

- 2015-2019 American Community Survey (ACS) 5-Year estimates, aggregated by census public use microdata areas (PUMAs)
- 2015-2019 American Community Survey (ACS) 5-Year estimates, aggregated by census tracts
- Oregon Department of Education (ODE): 2018-2019 school year enrollment data for school districts in Clackamas, Multnomah and Washington counties

The figure below shows the distribution of English-language learner populations for all languages in the Portland metropolitan region.



Source: 2015-2019 ACS, U.S. Census tract data, Table B16001; Oregon Department of Education, 2018-2019 enrollment data

## Language assistance measures

Metro employs various methods and strategies to provide English-language learners with information critical to accessing programs and services. Metro's language assistance measures include:

*Language resource guide* Metro developed a language resource guide that outlines effective practice in written translation, helps staff identify steps to consider when translating materials for a program or a project, and provides resources for staff when an event calls for or a community member requires interpretation. The language resource guide is intended for Metro staff providing translation or interpretation services for community members who are English language learners.

*Bilingual staff* Metro continues to periodically update a list of volunteer staff interpreters who are available to provide language interpretation services on request. This list is made available to all Metro staff and provided during annual language training to administrative support and communications staff throughout the agency. The list currently identifies 15 employees who are available to help with interpretation of 13 spoken languages plus American Sign Language.

*Metro's language hub* ([oregonmetro.gov/languagehub](http://oregonmetro.gov/languagehub)) Metro redesigned and launched a new website in May 2014. The new site has improved access for visitors that have a limited ability to understand English and connects them with key pages readable in, currently, 16 languages. There is a special emphasis on meeting the needs of the region's growing population of Spanish, Chinese, Vietnamese and Russian speakers.

*Multilingual videos* Metro contracted with Immigrant and Refugee Community Organization to hire local talent fluent in Spanish, Russian, Vietnamese and Chinese and produced four short videos to inform visitors about the various programs or services Metro provides. To view the videos, visit [oregonmetro.gov/languagehub](http://oregonmetro.gov/languagehub).

When issues or actions are known to affect areas where concentrations of English-language learners live, notices and announcements in the primary language(s) spoken in that area are placed in appropriate locations and community media. Key project or program information and questionnaires are translated. Interpreters will be present at events in which English-language learners affected by the project or program are expected to

participate or otherwise requested. Specific non-English-language discussion groups may be held to address project or program issues.<sup>36</sup>

For regional programs, published notices for comment opportunities include translated notices on how to receive more information and participate, such as the one below for the Metropolitan Transportation Improvement Program. When appropriate and feasible, online engagement tools include translated options.

### Tell us what you think | 30-day comment period

Give your thoughts on the schedule for investing federal and state transportation funds in the greater Portland region for 2021-24. The Metropolitan Transportation Improvement Program also demonstrates how the list of projects comply with federal regulations regarding air quality impacts and environmental justice.

April 3 through May 4, 2020  
[oregonmetro.gov/mtip](http://oregonmetro.gov/mtip)



Submit comments April 3 through May 4, 2020: online at [oregonmetro.gov/mtip](http://oregonmetro.gov/mtip) | by mail to Metro Planning, 600 NE Grand Ave., Portland, OR 97232 | by email to [transportation@oregonmetro.gov](mailto:transportation@oregonmetro.gov) | by phone at 503-797-1750 or TDD 503-797-1804.

The Metro Council is scheduled to hold a **public hearing** 5 p.m. **Thursday, April 16** and will hold a **public hearing and take legislative action** in July 2020 at Metro Regional Center, 600 NE Grand Ave., Portland.

**Esta es una notificación** de su oportunidad para comentar sobre las prioridades de transporte en la región. Para recibir una traducción de la notificación pública completa en español, llame al 503-797-1888.

**Đây là thông báo về cơ hội** của quý vị được trình bày ý kiến đối với các ưu tiên về chuyên chở trong vùng. Muốn nhận được bản dịch đầy đủ của thông báo bằng Tiếng Việt, xin gọi số 503-797-1888.

**本公告**旨在通知您利用這個機會評議在您所在社區經營危險廢棄物設施的申請。要獲取完整的繁體中文翻譯版公告，請撥打503-797-1888。

**Настоящим уведомляем**, что у вас есть возможность оставить свой отзыв относительно приоритетов транспортного развития в вашем регионе. Русскую версию настоящего оповещения можно запросить по номеру 503-797-1888.

**본 통지서**는 지역 내 교통 관련 우선 사항에 대해 귀하의 의견을 제시할 수 있는 기회를 알려 드리기 위한 것입니다. 한국어로 번역된 통지서 전문을 받아보시려면, 503-797-1888로 문의하십시오.

### **XIII. Appendix A: DOT Standard Title VI Assurances**

#### **The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances**

##### **DOT Order No. 1050.2A**

The Portland Metropolitan Area (Metro) (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the **Federal Highway Administration (FHWA)**, is subject to and will comply with the following:

##### **Statutory/Regulatory Authorities**

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

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

##### **General Assurances**

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

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the **Federal Highway Administration (FHWA)**."*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and

coverage of these non- discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

### **Specific Assurances**

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

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all **Transportation Programs** and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The **Portland Metropolitan Area (Metro)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:



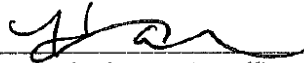
- a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the **Portland Metropolitan Area (Metro)** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **Federal Highway Administration** access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **Federal Highway Administration**. You must keep records, reports, and submit the material for review upon request to the Federal Highway Administration, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The **Portland Metropolitan Area (Metro)** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the **Transportation Programs**. This ASSURANCE is binding on Oregon, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Transportation Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Portland Metropolitan Area (Metro)

by



Deputy Chief Operating Officer, Holly Calhoun

DATED

4/30/25

## APPENDIX A

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

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

6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the **Federal Highway Administration and** may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## APPENDIX B

### CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

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

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the **Portland Metropolitan Area (Metro)** will accept title to the lands and maintain the project constructed thereon in accordance with **Title 23, United States Code**, the Regulations for the Administration of **Transportation Programs**, and the policies and procedures prescribed by the **Federal Highway Administration** of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Portland Metropolitan Area (Metro)** all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

### (HABENDUM CLAUSE)

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

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

and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

## APPENDIX C

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

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Portland Metropolitan Area (Metro)** pursuant to the provisions of Assurance 7(a):

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

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

## APPENDIX D

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

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Portland Metropolitan Area (Metro)** pursuant to the provisions of Assurance 7(b):

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

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)



## APPENDIX E

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

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

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

## XIV. APPENDIX B: FORM A. 2023 Regional Transportation Plan Call for Projects



### Public Engagement and Non-discrimination Certification and Documentation for Regional Transportation Plan Project or Program Amendments

#### Purpose

This form provides documentation and a description of the public engagement opportunities that have been provided by project sponsors during the planning and development of projects and programs proposed for amendment to the Regional Transportation Plan (RTP).

Completion of the form declares that the project sponsor has provided adequate opportunities for public engagement during the development of plans and projects, including identifying and engaging marginalized communities, including people with low income, people with disabilities, people with limited English proficiency, and Black, Indigenous and other people of color.

Metro retains these forms to demonstrate compliance with federal (U.S. Department of Transportation, Federal Highways Administration and Federal Transit Administration) and state (Oregon Department of Transportation) guidance on public engagement and on Title VI of the Civil Rights Act and other civil rights requirements (see [FTA Circular 4702.1B](#) and Code of Federal Regulations [450.210](#) and [450.316](#)). Documentation of the form may be requested by federal or state regulators.<sup>1</sup>

For questions, contact Metro regional transportation planning at [transportation@oregonmetro.gov](mailto:transportation@oregonmetro.gov) or [503-797-1750](tel:503-797-1750).

#### Instructions

Sponsoring agencies must fill out each section of this form and submit the completed form to Metro staff along with other information needed to consider a proposed amendment to the RTP. Sponsoring agencies must keep referenced records on file in case of a request for information.

#### Instructions

**1) Complete this form** for all proposed RTP amendments.

- **Section A:** Public Engagement Checklist
- **Section B:** Documentation of Source(s) of Amendment
- **Section C:** Summary of Engagement (*for NEPA projects only*)
- **Section D:** Signed Certification Statement

**2) Submit the completed form** to Metro staff.

**3) Ensure records are retained by your agency** in accordance with instructions in

<sup>1</sup> If such a request is unable to be met, the Regional Transportation Plan itself may be found to be out of compliance, requiring regional corrective action.

## **Section A: Public Engagement Checklist**

The checklist in this section outlines federal and state Title VI and engagement requirements for transportation planning and project development. By checking each box, project sponsors are confirming that the proposed amendment has met the associated requirements to support Title VI and engagement compliance for the RTP. The type of records that should be retained are listed where appropriate. These records do not need to be submitted to Metro, but must be retained by project sponsors as described above. The completed checklist may be included in the RTP Amendment materials.

## **Section B: Documentation of Source(s) of RTP Amendment**

In this section, project sponsors provide a list of the adopted local transportation system plans, subarea plans or strategies, topical plans or strategies, modal plans or strategies, transit service plans or any other such plans or studies that were developed with opportunities for public feedback, in which the proposed RTP amendment is adopted and where additional information on public engagement may be found.

## **Section C: FOR NEPA PROJECTS ONLY - Summary of non-discriminatory, inclusive engagement for NEPA projects**

In this section, project sponsors provide additional information on public engagement elements and activities that illustrate how requirements are being met and best practices that are being utilized for any projects subject to the [National Environmental Policy Act](#) (NEPA). These are typically large-scale, major projects, anywhere from \$100 to 500 million in cost ([CFR 40 1508.18](#)), may be constructed in multiple phases, have a high level of public, legislative or congressional interest and require more extensive public outreach and engagement. The completed checklist may be included in the RTP Amendment materials.

## **Requirements for Retention of Records**

Records should be retained until the related local transportation system plan, subarea plan or strategy, topical plan or strategy, modal plan or strategy, transit service plan or other plan or study is superseded, or the submitted projects have been completed or removed from the RTP plus six years. Retained records do not have to be submitted unless requested by Metro, state regulators or federal regulators.

## Section A. Public Engagement Checklist for RTP Amendment

*This checklist outlines federal and state Title VI and engagement requirements for transportation planning and project development. By checking each box, project sponsors are confirming that the proposed amendment met the associated requirements to support engagement compliance for the RTP.*

**Sponsor Agency:**

### **Brief Description of Proposed RTP Amendment:**

- ☐ The nominating agency or governing body has adopted a Title VI Plan and administrative procedures to implement it in compliance with Federal Title IV of the Civil Rights Act and implementing regulations. **Provide a link to the adopted Title VI Plan if available online:**

- 
- ☐ Projects submitted for the 2023-30 implementation timeframe have conducted, or will conduct, documented project-specific public engagement and analyzed potential inequitable impacts for Black, Indigenous and other people of color, people with limited English proficiency and people with low income compared to those for other population groups.

**Retained records:** *Documentation of public engagement activities.*

- ☐ Projects submitted for the 2031-45 implementation timeframe have conducted, or will conduct, project-specific public engagement and analyze potential inequitable impacts for Black, Indigenous and other people of color, people with limited English proficiency and people with low income compared to those for other population groups.

**Retained records:** *Documentation of public engagement activities.*

- ☐ A public engagement plan was developed for each of the plans, strategies, etc., listed in Section B, in compliance with Federal Title IV of the Civil Rights Act of 1964 and implementing regulations, including the following (check all that are true):
  - ☐ A statement of non-discrimination.
  - ☐ Public notices were published and requests for input were sent in advance of the project start, engagement activity or input opportunities.
  - ☐ Timely, convenient and accessible forums for public input throughout the process. These forums included accommodations for people with disabilities (e.g., screen reader-compatible materials, ASL interpretation), people with limited English proficiency (e.g., translation) and other accommodations (e.g., hybrid meetings).

- ☐ Interested and affected groups were identified, and contact information maintained, in order to share plan information; updates were provided for key decision points; and opportunities to engage and comment were provided throughout the process.
- ☐ Efforts were made to engage marginalized populations, including Black, Indigenous and other people of color, people with limited English proficiency, people with low income, people with disabilities, older adults and youth. Meetings or events were held at times and locations that are convenient and accessible for marginalized populations with access to transit. Language assistance was provided, as needed, such as translation of key materials, use of a telephone language line service to respond to questions or take input in different languages, and interpretation at meetings or events.
- ☐ During project and/or plan development, a demographic analysis was completed to understand the locations of Black, Indigenous and other communities of color, people with limited English proficiency, people with low income and, to the extent reasonably practicable, people with disabilities, older adults and youth in order to include them in engagement opportunities, at the minimum consistent with Title VI requirements.
- ☐ Analysis was conducted to document potential inequitable impacts for Black, Indigenous and other communities of color, people with limited English proficiency and people with low income compared to those for other residents.
- ☐ Public comments were considered throughout the process, and comments received on the staff recommendation were compiled, summarized and responded to, as appropriate.
- ☐ Adequate notification was provided regarding final adoption of the plan, including how to obtain more detailed information, at least 15 days in advance of adoption. Notice included information on providing public testimony.
- ☐ Other (please describe):

***Retained records:*** *Public engagement plans and documentation of each element that is checked.*

- ☐ One or more projects or programs included in the proposed amendment identified potential inequitable impacts through demographic analysis and public outreach. If box is checked, list each project and describe the response to identified potential inequitable impacts.
  - Project name
  - Project description
  - Response to potential inequitable impacts

***Retained records:*** *Summary of comments, key findings and changes made to final staff recommendation or adopted plan to reflect public comments (may be included in retained public engagement reports or legislative staff reports).*

## Section B. Documentation of Source(s) of Project or Program Amendment

*Projects and programs in the Regional Transportation Plan must come from plans, strategies, or studies developed and adopted through a public process with opportunities for public input. In this section, project sponsors provide a list of the plans, strategies or studies in which the proposed amendment is adopted and where additional information on public engagement may be found.*

**Table 1. Adopted Transportation Plans, Strategies and Studies**

Complete this table listing all adopted local transportation system plans, subarea plans or strategies, topical plans or strategies, modal plans or strategies, transit service plans, or other such plans or strategies, in which the proposed amendment is identified. Please include the plan, strategy, or study name, the adoption date and link to where the document can be accessed online. Add additional rows, if needed.

| Plan/Strategy/Study name | Date adopted | Link |
|--------------------------|--------------|------|
|                          |              |      |
|                          |              |      |
|                          |              |      |
|                          |              |      |
|                          |              |      |
|                          |              |      |
|                          |              |      |

**Retained records:** Copies of all documents list in Table 1.

## Section C. For NEPA Projects Only - Summary of non-discriminatory, inclusive engagement

*In this section, the project sponsor provides additional information on public engagement elements and activities that illustrate how requirements are being met and best practices are being utilized for any projects subject to the National Environmental Policy Act (NEPA).*

Provide a brief summary describing the engagement approach, practice and processes for the RTP amendment that is subject to the [National Environmental Policy Act](#) (NEPA). The summary may be included in the RTP Amendment materials. Please respond to each of the following:

- Project name
- Project sponsor and agency partner(s)
- Brief description of the overall public engagement process, including time period
- Description of compliance with Title VI and Oregon [Goal 1: Citizen Involvement](#) and Goal [12: Transportation Planning](#) Administrative Rules, including:

- Description of how the community has been involved to date and how community will continue to be involved through project design and/or development, including Black, Indigenous and other people of color, people with limited English proficiency and people with low income.
- How input helped shape project or plan development and prioritization, including what changes came about because of community input particularly for Black, Indigenous and other people of color, people with limited English proficiency and people with low income; and what community stability and anti- displacement strategies have been or will be considered and included in the project and/or plan development.
- Any additional best practices that contributed to equity, transparency, and accountability.

#### **Section D. Signed Certification Statement – Regional Transportation Plan Amendment**

*By signing this section, project sponsors certify:*

- (1) that the RTP amendment complies with federal and state Title VI and engagement requirements;*
- (2) their commitment to retaining records documenting this compliance; and*
- (3) their commitment to conducting future project development processes for projects in the RTP that are compliant with federal and state Title VI and engagement requirements.*

\_\_\_\_\_ (project sponsor agency)  
certifies the information provided in this form is accurate.

As attested by:

\_\_\_\_\_  
(agency manager signature) (name and title) (date)

## **XV. APPENDIX C: Metro Transportation-Related Advisory Committees**

Typically, Metro committees are made up of elected officials, technical staff from the three counties and dozens of cities inside Metro's boundaries, and subject matter experts. Most also have seats reserved for members of the community.

When appointments and confirmations to advisory committees do not require specific jurisdictional, geographical or expertise representation, recruitment efforts attempt to reflect the demographic profile of the region in committee membership.

The committees below have a role in Metro's transportation programs, policies and processes.

**The Joint Policy Advisory Committee on Transportation (JPACT)** makes recommendations to the Metro Council on transportation needs in the region. JPACT comprises 17 members that serve as elected officials or representatives of transportation agencies across the region.

**The Metro Policy Advisory Committee (MPAC)** advises the Metro Council on the amendment or adoption of the Regional Framework Plan. MPAC comprises 21 voting members representing cities, counties and special districts, three of which are held by residents directly representing the public. Three Metro Councilors also participate as non-voting liaisons.

**The Bi-State Coordination Committee** is a standing advisory committee on bi-state issues and makes recommendations to the Southwest Washington Regional Transportation Council, the Joint Policy Advisory Committee on Transportation and Metro. Membership includes six from Clark County and seven from the greater Portland region. Its principal charge is to sustain a regional dialogue, to share information and encourage collaboration.

**The Transportation Policy Alternatives Committee (TPAC)** provides technical input to the Joint Policy Advisory Committee on Transportation on transportation planning and funding priorities for the region. TPAC's 21 members consist of technical staff from the same governments and agencies as JPACT, plus a representative from the Southwest Washington Regional Transportation Council, and six community members appointed by the Metro Council. In addition, the Federal Highway Administration and C-TRAN have each appointed an associate non-voting member to the committee.

**Metro Technical Advisory Committee (MTAC)** is a 35-member committee of planners, citizens and business representatives that provides detailed technical support to the Metro Policy Advisory Committee. Three positions held by residents directly representing the public.

**Public Engagement Review Committee (PERC)** serves as a key component of Metro's efforts to develop successful public engagement processes. The committee includes at least three at-large community members, three staff or board members from local community organizations and public involvement staff members from Clackamas, Multnomah and Washington counties.

**The Transit-Oriented Development Steering Committee** provides expert guidance, review and recommendations on Metro's transit-oriented development investment activities. The committee's mission is to create vibrant downtowns and main streets through public and private partnerships, investments and incentives for key development projects located near transit, and provide support for other alternative forms of transportation, such as walking and biking.



## **XVI. APPENDIX D: Documentation of Title VI Plan Approval by Metro's Policymaking Bodies**

*Documentation will be appended once approved.*

If you picnic at Blue Lake or take your kids to the Oregon Zoo, enjoy symphonies at the Schnitz or auto shows at the convention center, put out your trash or drive your car – we’ve already crossed paths.

So, hello. We’re Metro – nice to meet you.

In a metropolitan area as big as Portland, we can do a lot of things better together. Join us to help the region prepare for a happy, healthy future.

Stay in touch with news, stories and things to do.  
[oregonmetro.gov/news](http://oregonmetro.gov/news)

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### **Metro Council President**

Lynn Peterson

### **Metro Councilors**

Ashton Simpson, District 1

Christine Lewis, District 2

Gerritt Rosenthal, District 3

Juan Carlos González, District 4

Mary Nolan, District 5

Duncan Hwang, District 6

### **Auditor**

Brian Evans

600 NE Grand Ave.  
Portland, OR 97232-2736  
503-797-1700

October 1st, 2025