OLD COLONY 2014 TITLE VI REPORT
2012-2014

OLD COLONY METROPOLITAN PLANNING
ORGANIZATION

June 24, 2014

Prepared by:
OLD COLONY PLANNING COUNCIL
70 School Street, Brockton, Massachusetts
508-583-1833
www.ocpcrpa.org

Prepared Under MassDOT Contract 69649 and FTA Contract MA-80-X007
(Unified Planning Work Program Tasks 1100, 1300, and 1500)
OLD COLONY METROPOLITAN PLANNING ORGANIZATION (MPO)

2014 OLD COLONY TITLE VI REPORT

ENDORSEMENT OF 2014 OLD COLONY TITLE VI REPORT

This is to certify that the Signatories of the Old Colony Metropolitan Planning Organization, at their Old Colony MPO meeting on June 24, 2014, hereby approve and endorse the 2014 Old Colony Title VI Report in its entirety for the Old Colony Region, in accordance with the certified 3C Transportation Planning Process.

Date: 6/24/14

Richard Davey, Secretary and CEO
Massachusetts Department of Transportation

Date: 6/24/14

The Honorable Bill Carpenter, Mayor
City of Brockton

Date: 6/24/14

Frank DePaola, P.E., Highway Administrator
Massachusetts Department of Transportation

Date: 6/24/14

Kenneth Tavares, Chairman
Plymouth, Board of Selectmen

6.24.14

Reinald G. Ledoux, Jr., Administrator
Brockton Area Transit

Date: 6-24-14

Eldon Moreira, Member
West Bridgewater, Board of Selectmen

6-24-14

Lee Hartmann, AICP, President
Old Colony Planning Council

6-24-14

Daniel Salvucci, Vice-Chairman
Whitman, Board of selectmen
**DISCLAIMER**

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code.

The views and opinions of the Old Colony Planning Council expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

**NOTICE OF NONDISCRIMINATION RIGHTS AND PROTECTIONS TO BENEFICIARIES**

**Federal “Title VI/Nondiscrimination” Protections**

The Old Colony Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of **race, color, or national origin** (including **limited English proficiency**), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of **age, sex, and disability**. These protected categories are contemplated within the Old Colony MPO’s Title VI Programs consistent with federal interpretation and administration. Additionally, the Old Colony MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

**State Nondiscrimination Protections**

The Old Colony MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 §§ 92a, 98, 98a, prohibiting making any distinction, discrimination, or restriction in admission to or treatment in a place of public accommodation based on **race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry**. Likewise, the Old Colony MPO complies with the Governor’s Executive Order 526, section 4 requiring all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on **race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status** (including Vietnam-era veterans), or **background**.
**Additional Information**

To request additional information regarding Title VI and related federal and state nondiscrimination obligations, please contact:

Title VI/ Nondiscrimination Coordinator
Old Colony Planning Council
Pat Ciaramella
70 School Street
Brockton, MA 02301
508-583-1833 Extension 202
pciaramella@ocpcrpa.org

Title VI Specialist
MassDOT, Office of Diversity and Civil Rights
10 Park Plaza
Boston, MA 02116
857-368-8580
TTY: 857-368-0603
MASSDOT.CivilRights@state.ma.us

**Complaint Filing**

To file a complaint alleging a violation of Title VI or related federal nondiscrimination law, contact the Title VI Specialist (above) within 180 days of the alleged discriminatory conduct.

To file a complaint alleging a violation of the state's Public Accommodation Law, contact the Massachusetts Commission Against Discrimination within 300 days of the alleged discriminatory conduct at:

Massachusetts Commission Against Discrimination (MCAD)
One Ashburton Place, 6th Floor
Boston, MA 02109
617-994-6000
TTY: 617-994-6196
Translation

English: If this information is needed in another language, please contact Pat Ciaramella at 508-583-1833 Extension 202.


Spanish: Si se necesita esta información en otro idioma, por favor póngase en contacto con Pat Ciaramella al 508-583-1833 extensión 202.

Chinese Simplified: (mainland & Singapore): 如果这个信息是需要用另一种语言，请联系帕特Ciaramella在508-583-1833分机202。

Chinese Traditional: (Hong Kong & Taiwan): 如果這個信息是需要用另一種語言，請聯繫帕特Ciaramella在508-583-1833分機202。


Vietnamese: Nếu thông tin này cần thiết trong một ngôn ngữ khác, xin vui lòng liên hệ với Pat Ciaramella tại 508-583-1833 mở rộng 202.

French: Si cette information est nécessaire dans une autre langue, s'il vous plaît communiquer avec Pat Ciaramella au 508-583-1833 extension 202.

Italian: Se questa informazione è necessaria in un'altra lingua, si prega di contattare Pat Ciaramella al 508-583-1833 Extension 202.

Khmer: ប្រសិនបើព័ត៌មានេនះរតូវការេនៅកនុងភាសាមួយេផសងេទៀតសូមទាក់ទងបា៉ ត់ Ciaramella នៅែផនកបែនថម 508-583-1833 202។

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1.0 Introduction and Overview of Old Colony MPO

The Old Colony Metropolitan Planning Organization (MPO) is responsible for conducting a continuing, cooperative, and comprehensive transportation planning process that results in plans, programs, and projects that encompass all transportation modes and that support the region’s vision and the communities’ goals. The Old Colony MPO plans for the movement of both people and goods within the region by all modes of travel, including highways, rail, public transportation, bicycles, and foot. It also plans for the connections linking these modes.

The Old Colony MPO develops and endorses the Unified Planning Work Program (UPWP), Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and Public Participation Plan (PPP) for the region. Membership of the Old Colony MPO is as follows:

- The Secretary of the Executive Office of Transportation
- The Commissioner of the Massachusetts Highway Department
- The President of the Old Colony Planning Council
- The Administrator of the Brockton Area Transit Authority
- The Mayor of the City of Brockton
- The Chief Elected Official of Plymouth

The Chief Elected Official from two (2) communities, other than Brockton or Plymouth, duly elected by the Old Colony Planning Council, to represent locally elected communities. No more, or less, than one representative from towns with populations of 14,000 or below (Avon, Halifax, Hanson, Kingston, Plympton, and West Bridgewater), and, no more, or less, than one representative from towns with populations over 14,000 (Abington, Bridgewater, East Bridgewater, Easton, Duxbury, Pembroke, Stoughton, and Whitman)

Population growth and the associated travel demand continue to place pressure on the transportation system in the Old Colony Region. The Regional Transportation Plan (RTP) represents the Old Colony MPO’s effort to create a document and a process that will meet the challenges of preserving and expanding a truly intermodal transportation system. Following the directives of the law, it includes goals and policies, analyses and recommendations necessary to build and maintain an efficient, effective, and affordable regional transportation system. It is the intention of the Old Colony MPO to build on the current system, striving to make it comprehensive and fully integrated. The goal is a balanced range of well-connected transportation options that will use the best of each travel mode: automobile, transit, rail, bicycle, and pedestrian, boat, air, and truck. The RTP identifies the region’s transportation project needs for the next twenty years. The principal way in which RTP recommendations will be translated into action is through the Transportation Improvement Program (TIP). The TIP is a multimodal list of projects for which federal surface transportation funds will be used. The
TIP covers a four-year period and is updated every year. It must be based on a reasonable estimate of funds available to the region.

Public participation continues to be a vital element of the transportation planning process. The encouragement of participation and provision of meaningful access to all local citizens in metropolitan transportation planning is one of the most important goals of the "3C" (continuing, cooperative, and comprehensive) process. Community representatives of the Old Colony Joint Transportation Committee (JTC) meet typically monthly on the second Thursday to discuss transportation projects and issues of regional importance. The Old Colony MPO meets several times per year to discuss transportation planning issues, and to develop, review and endorse certification documents. A Public Participation Program (PPP) was developed to solicit input to the various tasks and programs undertaken, and to provide a framework of public participation. This process will continually be reviewed and refined as necessary.

Achieving environmental justice is a priority of the Old Colony Metropolitan Planning Organization and Old Colony Planning Council. This is achieved by taking steps to ensure the effects of all programs, policies, and activities on minority populations and low-income population, identified, and addressed in the transportation planning process. There are three fundamental environmental justice principles that are employed in the process:

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

As such, the Old Colony MPO, and OCPC as sub-recipients of federal financial assistance through MassDOT, is responsible for all civil rights compliance, including federal Affirmative Action, and Equal Employment Opportunity, the Americans with Disabilities Act and the Disadvantaged Business Enterprise programs, and for comparable state level requirements.

2.0 General Program Requirements

2.1 Requirement to Provide Title VI Assurances

Pat Ciaramella, Executive Director of the Old Colony Planning Council annually signs the FTA Title VI Certifications and Assurances. Mr. Ciaramella is the designated Old Colony Title VI Coordinator. The signed 2014 Annual Title VI Certification and Assurance are included in Appendix A.
2.2 Requirement to Notify Beneficiaries of Protection Under Title VI

The Old Colony MPO utilizes MassDOT model Notice to Beneficiaries. The Old Colony Planning Council has developed a website specific to Title VI and has posted the Notice to Beneficiaries and information on the MPO’s Title VI Program at the following address: http://www.ocpcrpa.org/title_vi.html.

The Title VI Notice to Beneficiaries is posted in both the foyer and the conference room of the Old Colony Planning Council Offices located at 70 School Street. The notice is also displayed and distributed at public meetings of the Old Colony JTC, Old Colony MPO, and all other public meetings.

The Title VI Notice to Beneficiaries is included in the MPO certification documents such as the TIP, RTP, and UPWP, along with other task studies within the UPWP.

Beginning in 2011, an abbreviated Title VI Notice to Beneficiaries was added to the agenda and public notices (both paper and email versions) for the Old Colony JTC, the Old Colony MPO, and on other MPO related activity announcements/ agendas. Appendix H provides some examples of inclusion of the Notice to Beneficiaries of Protection Under Title VI.

2.3 Requirement to Develop Title VI Complaint Procedures and Complaint Form

Old Colony Planning Council has developed Title VI Complaint Procedures and Complaint Form and they are available to the public and are available for download at the following address: http://www.ocpcrpa.org/title_vi.html. The Title VI Complaint Procedures and Complaint Form are included in Appendix and Appendix D respectively. It is noted that the while the Complaint Procedures are FTA focused, OCP current implements a “check in” stage with MassDOT ODCR immediately following the response of a complaint. This will allow MassDOT ODCR to contact the appropriate federal agency, if needed, in order to make a jurisdictional determination and assign the obligation to conduct an investigate and issue findings.

MassDOT ODCR is in the process of developing universal templates for Title VI Complaint Procedures and Title VI Complaint Forms. Upon their completion, the Old Colony MPO will utilize these universal templates.

2.4 Requirement to Record and Report Title VI Related Investigations, Complaints, and Lawsuits

The Old Colony MPO maintains a log of Title VI complaints, lawsuits, and investigations alleging discrimination on the basis of race, color, or national origin. The log includes filing date(s), allegation summaries, status of the investigation, lawsuit, or complaint, and actions taken by the Old Colony MPO.
Old Colony 2014 Title VI Report

There are no previous or pending investigations, complaints, or lawsuits against the Old Colony Planning Council.

2.5 Promoting Inclusive Public Participation

It is the policy of the Old Colony MPO, in its role as the designated Metropolitan Planning Organization for the region, to support and encourage early and continuous public participation and input to the planning process and to adhere to the principles of Environmental Justice and Title VI of the Civil Rights Act as part of the metropolitan “3-C” planning process relating to transportation systems and facilities. The MPO’s public participation plan is designed to ensure opportunities for the public to express its views on transportation issues and to become active participants in the regional planning and transportation “3-C” metropolitan decision-making process.

The Old Colony Public Participation Plan (PPP) provides for a proactive public participation and involvement process with regard to transportation planning, system improvements, and programs. The main goal of the plan is to educate, to inform, and to encourage participation from stakeholder groups and the public at large, and to include public responses in the decision making process. The plan is designed to fulfill federal-aid requirements and to document the history, effectiveness, and future plans for public outreach and public participation in the transportation planning process. The existing PPP is included in Appendix E. OCPC is in the process of developing an updated PPP that will help to: ensure the capacity to conduct business with individuals with limited English proficiency; ensure adoption and implementation of principles of MassDOT Public Participation Plan, Language Access Plan, and Accessible Meeting Policy; engage in training on Title VI principles on public participation and language access; and, to target outreach to the entire region and all interested stakeholders.

The Old Colony MPO is charged with developing and implementing the transportation planning process for the region and providing the forum for cooperative decision making concerning transportation plans and programs, and considers advice from all interested parties and the Old Colony JTC, which serves as the MPO’s policy advisory group. The JTC provides a broad base for the transportation planning and programming process and assists in carrying out the 3C planning process (Cooperative, Continuous, and Comprehensive).

The transportation planning area includes the City of Brockton and sixteen towns: Abington, Avon, Bridgewater, East Bridgewater, Easton, Duxbury, Halifax, Hanson, Kingston, Pembroke, Plymouth, Plympton, Stoughton, West Bridgewater, and Whitman. The planning area also includes the community service areas of Brockton Area Transit and portions of the MBTA and GATRA service areas. Please note the Brockton Area Transit utilizes the Old Colony Public
Participation Process (PPP) as their public participation process. A hyperlink to OCPC’s website is included on BAT’s website to assist with access to the transportation planning process.

Staff has begun utilizing social media such as Facebook and Twitter to advertise access to the planning process and opportunities to participate.

Recognizing the power of networking, OCPC continually expands its meeting notification database to include local service providers such as city and towns, aging and human services, community groups and others to help spread the word to area residents. This results in an increased level of interest in public meetings and suggestions for possible meeting locations and invitations to present at or participate in scheduled meetings of community organizations and other groups. OCPC has been working with MassDOT ODCR on the review and update of a comprehensive listing of community based organization and contacts. OCPC provides MassDOT ODCR with updates of its Transportation Advisory Network Contact List.

During the 2012 Regional Transportation Plan update, public participation was designed to ensure opportunities for the public to express its views on transportation issues and to become active participants in the regional planning and transportation decision-making process.

The outreach process consisted of activities designed to build better relationships with citizens that are engaged with their communities and businesses, along with individuals of “traditionally underserved” communities, local officials, non-profit organizations, and transportation agencies.

One of the main purposes of the public participation process is to educate and inform stakeholders on new initiatives such as livability, sustainability, and climate change. The process was designed to fulfill federal-aid requirements and to document people’s transportation and land use needs in their communities.

Information of the multiple RTP events was distributed to the public through reports and editorial board briefings, press releases, and media packages. Mailings were sent in a regular basis to a list of self-identified interest groups. Fact sheets and information of new transportation initiatives were posted on the OCPC website and were distributed during the events. Printed ads were published and electronic notices were distributed to all the communities and related agencies. Public workshops and events were held at regional malls, libraries, the BAT Intermodal Centre, Campanelli Stadium. In addition, several meetings with community based organizations were held.
2.6 Requirement to Provide Meaningful Access to LEP Persons

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all citizens, including those with limited English proficiency. Indo-European Languages is the most dominant language spoken by LEP individuals in the Old Colony MPO Area. The 2011 LEP/ Language Assistance Plan is provided in Appendix F. OCPC has analyzed the US Census 2010 LEP Data for the region and the results are including in Appendix G. Additionally, OCPC is in the process of developing an LEP/ Language Assistance Plan.

In an attempt to document and quantify interactions with LEP individuals, a Title VI Survey which requests individuals to indicate the language spoken at home and level of English proficiency is distributed at these meetings as an ongoing effort to engage, inform, and monitor interaction with the public. The OCPC Title VI Survey is included in Appendix J.

In 2014, OCPC, using an adapted version of the MassDOT Language Survey, conducted an assessment of its staff on the availability of in-house language resources that can augment the organization’s ability to effectively respond to LEP needs. The assessment identified staffers with foreign language capabilities (spoken and written) and gauged their willingness to provide language services in limited incidental situations. Of the nineteen staff surveyed, two are available to provide French language services, while two are available to provide Italian language services. In the absence of available staff resources, OCPC will provide interpretive services, upon request, at no cost, utilizing vendors from the Commonwealth’s electronic procurement system CommBUYS (https://www.commbuys.com/bso/).

Providing Notice to LEP Persons - US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. The following methods for notification will be used by the Old Colony MPO:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
4. Using automated telephone voice mail or menus to provide information about available language assistance services;
5. Including notices in local newspapers in languages other than English;
6. Providing notices on non-English-language radio and television about MPO services and the availability of language assistance; and
7. Providing presentations and/or notices at schools and community based organizations (CBO).
The Old Colony MPO will publicize the availability of interpreter services, free of charge, at least seven (7) days prior to Old Colony MPO Board and Committee meetings, workshops, forums or events which will be noticed on the Old Colony MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- Signage
- Public outreach material
- Community-based organizations
- Local newspapers
- Old Colony Library System

The Old Colony MPO defines an interpreter as a person who translates spoken languages orally, as opposed to a translator, who translates written languages and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from Old Colony MPO staff or through contracted interpreter service agencies.

Language Assistance - The Old Colony MPO will make available, in coordination with MassDOT ODCR, translations of vital documents (Title VI Notice, Title VI Complaint Procedures, and Title VI Complaint Form) in ten languages, upon request. The current versions of the vital documents are available in fewer languages. The Old Colony MPO continues a program to make the Executive Summaries for key documents available in Portuguese (Cape Verdean Creole) and Spanish. Key documents include the Regional Transportation Plan, the Transportation Improvement Program, the Public Participation Plan, and other key documents available in Portuguese (Cape Verdean Creole) and Spanish.

Old Colony MPO Staff Training - The Old Colony MPO will incorporate the LEP/ Language Assistance Plan in the Public Participation Plan during its current update. In order to establish meaningful access to information and services for LEP individuals, the Old Colony MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. Old Colony MPO Board members will receive a copy of the LEP/ Language Assistance Plan, and have access to training, assuring that they are fully aware of and understand the plan and its implementation.

To further the LEP outreach, in the past OCPC has contracted with WXBR 1460 AM (English) WATD 95.9 FM (English), WJFD 97.3 (Portuguese), and WKKB 100.3 (Spanish) to advertise public participation and access to the transportation planning process. Examples of the outreach may be accessed at:

http://www.ocpcrpa.org/media/OCPC_Radio_English.mp3

http://www.ocpcrpa.org/media/OCPC_Radio_Espanol.mp3
Staff participated in radio interviews to discuss access to the planning process and the transportation improvement program. Examples include:

- 2-23-2012 - 1460 WXBR Media Interview - Old Colony Bicycle and Pedestrian Task Force Meeting Outreach
- 6-12-2012 - 95.9 WATD Radio Interview Regarding MPO Meeting and TIP

OCPC has also contracted with Community Connections of Brockton to publish outreach advertisement in their magazines, newsletters, and email blast going to minority business owners. In past editions of the Brockton Parents Magazine, the OCPC was able to enclose an informative brochure in Spanish and English of the MassDOT Travel Survey. This magazine reaches 5,000 locations on a quarterly basis. OCPC will seek to include advertisements and articles in future editions. Community Connections has regional offices/ districts across the Commonwealth. This may represent an opportunity for other regions and MPOs to conduct similar outreach.

OCPC has supported MassDOT efforts to develop a Title VI Online Mapping Tool. As such, OCPC has provided its updated Transportation Advisory Network List to MassDOT for inclusion in the mapping tool which includes a feature that allows the public to download an extensive listing of community based organizations and transportation related contacts. OCPC will include a hyperlink to MassDOT’s Title VI Online Mapping Tool once it is completed.

### 2.7 Minority Representation on Planning and Advisory Boards

The OCPC is responsible for comprehensive regional planning and is the transportation planning agency for the Old Colony MPO and Old Colony Region. The OCPC maintains qualified transportation planning staff, and is principally responsible for the maintenance of the transportation planning process and for the support and operation of the Old Colony JTC and Old Colony MPO. Delegates and Alternates to the OCPC are appointed by the chief elected official of their respective community.
Table 1
Old Colony Planning Council

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<th>COMMUNITY</th>
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<th>ALTERNATE</th>
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The Old Colony JTC includes a representative from each OCPC community appointed by the Board of Selectmen/Mayor in the community. Membership is open to any interested resident, representative from a transportation provider, or interested group. The JTC meets on the second Thursday of each month at the OCPC office. Delegates and Alternates to the Old Colony JTC are appointed by the chief elected official of their respective community.
### Table 2
Old Colony Joint Transportation Committee

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<tr>
<td>Duxbury - Delegate</td>
<td>Peter Butkus</td>
<td>White</td>
</tr>
<tr>
<td>East Bridgewater - Delegate</td>
<td>John Haines</td>
<td>White</td>
</tr>
<tr>
<td>East Bridgewater - Alternate</td>
<td>Richard O’Flaherty</td>
<td>White</td>
</tr>
<tr>
<td>Easton - Delegate</td>
<td>David Field, P.E.</td>
<td>White</td>
</tr>
<tr>
<td>Easton - Alternate</td>
<td>Maurice Goulet</td>
<td>White</td>
</tr>
<tr>
<td>Halifax</td>
<td>Robert Badore</td>
<td>White</td>
</tr>
<tr>
<td>Hanson</td>
<td>Donald Howard</td>
<td>White</td>
</tr>
<tr>
<td>Kingston</td>
<td>Paul Basler</td>
<td>White</td>
</tr>
<tr>
<td>Pembroke</td>
<td>Gene Fulmine</td>
<td>White</td>
</tr>
<tr>
<td>Plymouth</td>
<td>Sid Kashi, P.E.</td>
<td>Other Asian</td>
</tr>
<tr>
<td>Plympton</td>
<td>Jim Mulcahy</td>
<td>White</td>
</tr>
<tr>
<td>Stoughton - Delegate</td>
<td>Carin Klipp</td>
<td>White</td>
</tr>
<tr>
<td>Stoughton - Alternate</td>
<td>Noreen O’Toole</td>
<td>White</td>
</tr>
<tr>
<td>West Bridgewater</td>
<td>Leonard Graf, III</td>
<td>White</td>
</tr>
<tr>
<td>Whitman</td>
<td>Daniel Salvucci</td>
<td>White</td>
</tr>
<tr>
<td>Delegate-at-Large</td>
<td>Troy E. Garron</td>
<td>Black</td>
</tr>
</tbody>
</table>

**Agency Representation**

| MassDOT                       | David Mohler, AICP  | White |
| MassDOT                       | Clinton Bench       | White |
| MassDOT                       | Sreelatha Allam     | Other Asian |
| MassDOT District 5            | Mary-Joe Perry      | Black |
| MassDOT District 5            | Pamela Haznar, P.E. | White |
| MassDOT District 5            | Timothy Kochan      | White |
| BAT                           | Reinald Ledoux, Jr. | White |
| BAT                           | Kathy Riddell       | White |
| DEP                           | Christine Kirby     | White |
| EPA                           | Donald Cook         | White |
| FHWA                          | Pamela Stephenson   | White |
| FHWA                          | Michael Chong       | Black |
| FHWA                          | Leah Sirmin         | White |
| FTA                           | Mary Beth Mello     | White |
| Brockton Traffic Commission   | Captain Robert Dibari| White |
Old Colony 2014 Title VI Report

The Old Colony MPO is the organization of officials that are charged with making and prioritizing transportation policy and funding decisions. The Old Colony MPO is the mechanism from which federal transportation funds are allocated throughout the region. The Chairman of the Old Colony MPO is Richard Davey, Secretary and CEO, of the Massachusetts Department of Transportation (MassDOT). In addition, the Old Colony MPO includes the City of Brockton and the Town of Plymouth as permanent voting members.

In addition to the permanent voting member communities, the Old Colony MPO structure includes two Signatory Member elected official seats, representing the other communities in the Old Colony Region. Beyond the single requirement that the Signatory Member be an elected member of the Board of Selectmen/Town Council from their community, the following are the guidelines set forth for the election of MPO members:

- No more than one Signatory Member per town
- One Signatory Member from towns with populations less than 14,000 (based on 2010 U.S. Census) (Avon, East Bridgewater, Halifax, Hanson, Kingston, Plympton, and West Bridgewater)
- One Signatory Member from towns with populations over 14,000 (based on 2010 U.S. Census) (Abington, Bridgewater, Duxbury, Easton, Pembroke, Stoughton, and Whitman)

<table>
<thead>
<tr>
<th>Member</th>
<th>Title</th>
<th>Race</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Carpenter</td>
<td>Mayor, City of Brockton</td>
<td>White</td>
</tr>
<tr>
<td>Kenneth Tavares</td>
<td>Chairman Board of Selectmen, Plymouth</td>
<td>White</td>
</tr>
<tr>
<td>Eldon Moreira</td>
<td>Member, Board of Selectmen, West Bridgewater</td>
<td>White</td>
</tr>
<tr>
<td>Daniel Salvucci</td>
<td>Chairman, Board of Selectmen, Whitman</td>
<td>White</td>
</tr>
<tr>
<td>Richard Davey</td>
<td>Secretary, MassDOT</td>
<td>White</td>
</tr>
<tr>
<td>Frank DePaola</td>
<td>Administrator, MassDOT Highway Division</td>
<td>White</td>
</tr>
<tr>
<td>Reinald Ledoux, Jr</td>
<td>Administrator, BAT</td>
<td>White</td>
</tr>
<tr>
<td>Lee Hartmann</td>
<td>President, OCPC</td>
<td>White</td>
</tr>
</tbody>
</table>

Table 3
Old Colony Metropolitan Planning Organization

2.8 Documentation of MPO Signatory review and approval of Title VI Program

A presentation on the 2014 Old Colony Title VI Program was provided to the Old Colony MPO on June 24, 2014. Following the presentation and related discussion, the Old Colony MPO unanimously approved the 2014 Old Colony Title VI Program. Documentation of this approval is included in the signatory approval page and the June 24, 2014 Old Colony Meeting Minutes that are included in Appendix L.
3.0 Requirements for Metropolitan Planning Organizations

3.1 Demographic Profile of Metropolitan Area

The Old Colony region consists of the following communities in Southeastern Massachusetts: Abington; Avon; Bridgewater; Brockton; Duxbury; East Bridgewater; Easton; Halifax; Hanson; Kingston; Pembroke; Plymouth; Plympton; Stoughton; West Bridgewater; and Whitman.

While the official Census is conducted every ten years, the United States Census Bureau provides annual population estimates for incorporated places (cities and towns) in the United States to supplement the decennial Census, and these figures are used by OCPC to determine regional and community populations on an annual basis.

While most communities gained population from 2000 through 2010, Avon, Stoughton, and Brockton experienced slight decreases. Hanson, Plymouth, and Abington were the most rapidly growing communities this past decade.

Tables 4 through 6 provide a demographic profile of the region. Table 4 compares population and race changes. It is noted that the non-white population increased by 37.6 percent, while the white population decreased by 3.8%.

<table>
<thead>
<tr>
<th>Demographics</th>
<th>2000</th>
<th>2010</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population</td>
<td>335,763</td>
<td>348,527</td>
<td>12,764</td>
<td>3.8%</td>
</tr>
<tr>
<td>Non-Hispanic White</td>
<td>280,693</td>
<td>272,765</td>
<td>(7,928)</td>
<td>-2.8%</td>
</tr>
<tr>
<td>Non-Hispanic Black</td>
<td>20,654</td>
<td>35,549</td>
<td>14,895</td>
<td>72.1%</td>
</tr>
<tr>
<td>Non-Hispanic Asian</td>
<td>4,050</td>
<td>5,746</td>
<td>1,696</td>
<td>41.9%</td>
</tr>
<tr>
<td>Non-Hispanic Native American</td>
<td>635</td>
<td>701</td>
<td>66</td>
<td>10.4%</td>
</tr>
<tr>
<td>Non-Hispanic Other</td>
<td>18,995</td>
<td>19,338</td>
<td>343</td>
<td>1.8%</td>
</tr>
<tr>
<td>Latino</td>
<td>10,736</td>
<td>14,428</td>
<td>3,692</td>
<td>34.4%</td>
</tr>
</tbody>
</table>

Source: 2010 U.S. Census Bureau Redistricting Data (Public Law 94-171) Summary File
Table 5
Change in Poverty Population in Old Colony Region
2009 - 2009

<table>
<thead>
<tr>
<th>Demographics</th>
<th>2000</th>
<th>2009</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>All People in Poverty</td>
<td>20,220</td>
<td>25,344</td>
<td>5,124</td>
<td>25.3%</td>
</tr>
</tbody>
</table>

*Rates calculated by applying poverty rate of Plymouth County to Old Colony Region Population

Figures 1 and 2 provide a geographic analysis of the percentages of minority and the populations by income.
## Table 6 - 2010 Population and Race

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Total Population</th>
<th>Non Hispanic White</th>
<th>Non-Hispanic Black</th>
<th>Non-Hispanic Asian</th>
<th>Non-Hispanic Native American</th>
<th>Non-Hispanic Other</th>
<th>Latino</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abington</td>
<td>15,985</td>
<td>14,617</td>
<td>313</td>
<td>282</td>
<td>41</td>
<td>422</td>
<td>310</td>
</tr>
<tr>
<td></td>
<td></td>
<td>91.44%</td>
<td>1.96%</td>
<td>1.76%</td>
<td>0.26%</td>
<td>2.64%</td>
<td>1.94%</td>
</tr>
<tr>
<td>Avon</td>
<td>4,356</td>
<td>3,615</td>
<td>414</td>
<td>120</td>
<td>41</td>
<td>1</td>
<td>85</td>
</tr>
<tr>
<td></td>
<td></td>
<td>82.99%</td>
<td>9.50%</td>
<td>2.75%</td>
<td>0.02%</td>
<td>1.95%</td>
<td>2.78%</td>
</tr>
<tr>
<td>Bridgewater</td>
<td>26,563</td>
<td>23,622</td>
<td>1,231</td>
<td>325</td>
<td>55</td>
<td>492</td>
<td>838</td>
</tr>
<tr>
<td></td>
<td></td>
<td>88.93%</td>
<td>4.63%</td>
<td>1.22%</td>
<td>0.21%</td>
<td>1.85%</td>
<td>3.15%</td>
</tr>
<tr>
<td>Brockton</td>
<td>93,810</td>
<td>40,268</td>
<td>27,939</td>
<td>2131</td>
<td>253</td>
<td>13862</td>
<td>9,357</td>
</tr>
<tr>
<td></td>
<td></td>
<td>42.93%</td>
<td>29.78%</td>
<td>2.27%</td>
<td>0.27%</td>
<td>14.78%</td>
<td>9.97%</td>
</tr>
<tr>
<td>Duxbury</td>
<td>15,059</td>
<td>14,499</td>
<td>59</td>
<td>148</td>
<td>16</td>
<td>153</td>
<td>184</td>
</tr>
<tr>
<td></td>
<td></td>
<td>96.28%</td>
<td>0.39%</td>
<td>0.98%</td>
<td>0.11%</td>
<td>1.02%</td>
<td>1.22%</td>
</tr>
<tr>
<td>East Bridgewater</td>
<td>13,794</td>
<td>13,004</td>
<td>209</td>
<td>117</td>
<td>25</td>
<td>235</td>
<td>204</td>
</tr>
<tr>
<td></td>
<td></td>
<td>94.27%</td>
<td>1.52%</td>
<td>0.85%</td>
<td>0.18%</td>
<td>1.70%</td>
<td>1.48%</td>
</tr>
<tr>
<td>Easton</td>
<td>23,112</td>
<td>20,785</td>
<td>725</td>
<td>561</td>
<td>17</td>
<td>449</td>
<td>575</td>
</tr>
<tr>
<td></td>
<td></td>
<td>89.93%</td>
<td>3.14%</td>
<td>2.43%</td>
<td>0.07%</td>
<td>1.94%</td>
<td>2.49%</td>
</tr>
<tr>
<td>Halifax</td>
<td>7,518</td>
<td>7,236</td>
<td>45</td>
<td>42</td>
<td>4</td>
<td>110</td>
<td>81</td>
</tr>
<tr>
<td></td>
<td></td>
<td>96.25%</td>
<td>0.60%</td>
<td>0.56%</td>
<td>0.05%</td>
<td>1.46%</td>
<td>1.08%</td>
</tr>
<tr>
<td>Hanson</td>
<td>10,209</td>
<td>9,785</td>
<td>96</td>
<td>48</td>
<td>2</td>
<td>183</td>
<td>95</td>
</tr>
<tr>
<td></td>
<td></td>
<td>95.85%</td>
<td>0.94%</td>
<td>0.47%</td>
<td>0.02%</td>
<td>1.79%</td>
<td>0.93%</td>
</tr>
<tr>
<td>Kingston</td>
<td>12,629</td>
<td>12,031</td>
<td>129</td>
<td>116</td>
<td>12</td>
<td>201</td>
<td>140</td>
</tr>
<tr>
<td></td>
<td></td>
<td>95.26%</td>
<td>1.02%</td>
<td>0.92%</td>
<td>0.10%</td>
<td>1.59%</td>
<td>1.11%</td>
</tr>
<tr>
<td>Pembroke</td>
<td>17,837</td>
<td>17,138</td>
<td>105</td>
<td>167</td>
<td>24</td>
<td>210</td>
<td>193</td>
</tr>
<tr>
<td></td>
<td></td>
<td>96.08%</td>
<td>0.59%</td>
<td>0.94%</td>
<td>0.13%</td>
<td>1.18%</td>
<td>1.08%</td>
</tr>
<tr>
<td>Plymouth</td>
<td>56,468</td>
<td>52,238</td>
<td>1,106</td>
<td>514</td>
<td>175</td>
<td>1405</td>
<td>1030</td>
</tr>
<tr>
<td></td>
<td></td>
<td>92.51%</td>
<td>1.96%</td>
<td>0.91%</td>
<td>0.31%</td>
<td>2.49%</td>
<td>1.82%</td>
</tr>
<tr>
<td>Plympton</td>
<td>2,820</td>
<td>2,708</td>
<td>23</td>
<td>22</td>
<td>2</td>
<td>29</td>
<td>36</td>
</tr>
<tr>
<td></td>
<td></td>
<td>96.03%</td>
<td>0.82%</td>
<td>0.78%</td>
<td>0.07%</td>
<td>1.03%</td>
<td>1.28%</td>
</tr>
<tr>
<td>Stoughton</td>
<td>26,962</td>
<td>21,140</td>
<td>2,878</td>
<td>970</td>
<td>35</td>
<td>1063</td>
<td>876</td>
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<tr>
<td></td>
<td></td>
<td>78.41%</td>
<td>10.67%</td>
<td>3.60%</td>
<td>0.13%</td>
<td>3.94%</td>
<td>3.25%</td>
</tr>
<tr>
<td>West Bridgewater</td>
<td>6,916</td>
<td>6,476</td>
<td>101</td>
<td>75</td>
<td>7</td>
<td>136</td>
<td>121</td>
</tr>
<tr>
<td></td>
<td></td>
<td>93.64%</td>
<td>1.46%</td>
<td>1.08%</td>
<td>0.10%</td>
<td>1.97%</td>
<td>1.75%</td>
</tr>
<tr>
<td>Whitman</td>
<td>14,489</td>
<td>13,603</td>
<td>176</td>
<td>108</td>
<td>32</td>
<td>303</td>
<td>267</td>
</tr>
<tr>
<td></td>
<td></td>
<td>93.89%</td>
<td>1.21%</td>
<td>0.75%</td>
<td>0.22%</td>
<td>2.09%</td>
<td>1.84%</td>
</tr>
<tr>
<td>OCPC Total</td>
<td>348,527</td>
<td>272,765</td>
<td>35,549</td>
<td>5,746</td>
<td>701</td>
<td>19,338</td>
<td>14,428</td>
</tr>
<tr>
<td></td>
<td></td>
<td>78.26%</td>
<td>10.20%</td>
<td>1.65%</td>
<td>0.20%</td>
<td>5.55%</td>
<td>4.14%</td>
</tr>
<tr>
<td>Massachusetts</td>
<td>6,547,629</td>
<td>4,984,800</td>
<td>391,693</td>
<td>347,495</td>
<td>10,778</td>
<td>185,209</td>
<td>627,654</td>
</tr>
<tr>
<td>OCPC % of State</td>
<td>5.32%</td>
<td>5.47%</td>
<td>9.08%</td>
<td>1.65%</td>
<td>6.50%</td>
<td>10.44%</td>
<td>2.30%</td>
</tr>
</tbody>
</table>

Source: 2010 U.S. Census Bureau Redistricting Data (Public Law 94-171) Summary File
Figure 1 - Environmental Justice: Minority Population

[Map showing environmental justice by minority population color-coded by percentage]
Figure 2 - Environmental Justice: Income

The median income in Massachusetts was calculated to be $62,133 (USDA Economic Research Service). Any block group with a median income less than 65.4% of this was classified as an Environmental Justice population.
3.2 Description of the Procedures by Which the Mobility Needs of Minority Populations are Identified and Considered within the Planning Process

OCPC current efforts to reach out to the Region’s minority communities are ongoing. OCPC recognizes the ever changing dynamics of public participation in the decision making process. It is the Council’s interest to expand their outreach methods to all minority groups and populations in the region.

The Council continues reaching the goal of enhancing participation from minority groups and individuals in the public decision making process. Our Regional Transit Authorities are continuing to provide valuable service to our Region’s minority census tracts. The partnership that OCPC has with the Brockton Area Transit provides BAT with technical assistance in areas from route planning to Title VI reports. Our partnership fosters sound transit planning for the future for our elderly population that is growing and in need of mobility assistance that can be provided by BAT.

The economic growth of our region has some exciting new opportunities in areas that are considered high minority census tracts. For example, the downtown Brockton Transit Orientated development has contributed to the city’s center. The prospect for downtown Brockton is bright and the addition of the Intermodal Centre combined with the MBTA commuter rail service has had a positive impact within the city.

Some examples of studies undertaken include:
- 2012 Analysis of LEP Data from 2010 US Census
- 2012 Analysis of Environmental Justice Populations
- Annual Analysis of Distribution of Transportation Improvement Projects

OCPC is working with a Transportation Advisory Network where feasible to identify avenues for utilizing underserved media sources all notification processes for all public meetings or public review of agency documents. Already included in the Transportation Advisory Network are organizations such as:
- Associacao Caboverdiana de Brockton, Inc.
- Brockton Area Workforce Investment Board
- Brockton Housing Authority
- Brockton Interfaith Community
- CareerWorks
- Latin American Health Institute – Brockton
- Mashpee Wampanoag Tribe
- Ojornal
- Southshore Haitians United for Progress
- 1460 WXBR Radio Station
- 95.9 WATD Radio Station
OCPC utilizes a multitude of techniques to facilitate participation by traditionally under-served populations. The following are examples of techniques utilized during the development of the 2012 RTP.

Table Events - The table events were designed to display preliminary 2012 RTP findings and products during different activities. These activities included attending one of the Rox Baseball’s game, shopping malls, colleges, and local supermarkets. Similar to the open house events, table events were designed with the purpose of engaging the public in an informally manner to learn.

Regional Malls – Westgate Mall, Brockton; Independence Mall, Kingston
- Colleges – Bridgewater State University; Massasoit Community Colleges
- Brockton Area Transit Intermodal Centre
- Metro South Chamber of Commerce Annual Business Expo
- Peruvian Place Restaurant

Public Visioning Workshops - OCPC developed two regional visioning workshops during the 2012 Regional Transportation Plan Update. The events were held at libraries (Brockton and Plymouth), and they were designed to inform the public and local stakeholders on new transportation and land use initiatives. The following four topics were discussed at the workshops:
- Protecting and Enhancing Regional Mobility
- Building Sustainable Livable Communities
- Enhancing Safety and Security
- Environmental Protection and Climate Change

Open House Events - The open house events were designed for people to come in and interact with the OCPC staff and at the same time to learn about new initiatives in the region. With this method, the public feels more comfortable sharing information and opinions that will support the development of the Regional Transportation Plan. The open house events were offered during different times and locations to capture different audiences. The following list of comments summarizes some of the input received during the open houses:
- Improve pedestrian crossing at Montello
- Need of dedicated left turn lane at Oak and Pearl Streets
- Connect BAT and GATRA bus systems to create more job opportunities
- Coordinate commuter rail and bus schedules especially during peak commuting hours
- Improve safety in public parks
- Extend bus services on weekends and holidays

The following list of comments is a summary of the participants’ vision of the Old Colony region for the next twenty years:

- Improved pedestrian crossing at Montello
- Dedicated left turn lane at Oak and Pearl Streets
- Connect BAT and GATRA bus systems to create more job opportunities
- Coordinate commuter rail and bus schedules especially during peak commuting hours
- Improve safety in public parks
- Extend bus services on weekends and holidays

- Improved pedestrian crossing at Montello
- Dedicated left turn lane at Oak and Pearl Streets
- Connect BAT and GATRA bus systems to create more job opportunities
- Coordinate commuter rail and bus schedules especially during peak commuting hours
- Improve safety in public parks
- Extend bus services on weekends and holidays
Old Colony 2014 Title VI Report

- Vibrant communities – People live and work in vibrant communities where they can choose to walk for pleasure and to meet every day needs.
- Economic Prosperity – Current and future residents benefit from the region’s sustained economic competiveness and prosperity.
- Safe and Reliable Transportation Choices – People have safe and reliable transportation choices that enhance their quality of life.
- Leadership on Climate Change – The region should take initiative in minimizing contributions to global warming.
- Clean Air and Water – Current and future generations enjoy clean air, clean water and healthy ecosystems.
- Equity – The benefits and burdens of growth and change are distributed equitably.

Comments on Livability and Sustainability:
- Communities should be broken down into neighborhoods that have identity
- The five Plymouth village centers should be neighborhoods that offer shopping, work places, etc.
- Encourage levels of government to make livability and sustainability options affordable
- Need a substantial sidewalk network in Plymouth
- Federal funding needs to stop being spent on addressing automobile traffic issues and instead be spent on pedestrians/transit/bicycle
- Increase mix of housing opportunities by affordability
- Offer incentives to employees to live closer to work
- There should be signage for bikeways and bike racks in communities
- Need to address safety issues on roads – fix the most hazardous intersections
- Need an implementation plan for regional transit
- Improve people connectivity and multi-modalism
- Maintain and preserve the public transit system
- Maximize use of federal transit dollars

Comments on Regional Mobility:
- Long Pond Road is part of the Saltonstall Regional Bicycle Trail; however, this road is dangerous for bicyclists (as well as walkers) due to the narrowness of the road, heavy vehicle volumes, and the speed of motorists.
- Long Pond Road should have as a long term improvement a dedicated bicycle/pedestrian path separate from the road.
- The commuter rail in Plymouth should be extended to Sandwich on Cape Cod, and there should be a station at Pine Hills, Plymouth.
- Peak Hour service is not convenient at Plymouth Commuter Rail at Cordage Park, the peak frequency of trains should be extended and the commuter rail service should be extended to downtown Plymouth so that people and tourists from South Station in Boston should not be left stranded at Cordage Park.
- The 20 Year Plan should address and prioritize the traffic congested hot spots in Plymouth and Kingston. The worst and projected worst should be prioritized.
The congestion on Route 3 in Plymouth and Kingston should be addressed by fixing the bottleneck at the I-93/Route 3 split in Braintree, which causes the back-ups on the Route 3 corridor. Start there and work on the congestion southward.

The RTP should include an origin study of commuters at the Kingston Station to determine the need for commuter rail extension in Plymouth and surrounding communities.

Extend and expand transit in both the long term (commuter rail) and short term (shuttle bus) to connect Cordage Park, by shuttle bus, to Downtown Plymouth and other destinations.

Connect Boston to Plymouth by boat and ferry.

Upgrade transit amenities, regarding physical amenities, such as bus shelters and benches, convenience, and also marketing and access to information regarding available service.

Plymouth needs an overall plan to create strategies for mass transit that had better serve the public for convenience, better service, and dissemination of information to the public regarding service.

Exit 5 on Route 3 is routinely congested during the peak hour.

Bridgewater Center is a major bottleneck for vehicular travel to and from the Brockton area, especially when Bridgewater State College is in session.

3.3 Demographic Maps that show the impacts of the distribution of State and Federal Funds in the Aggregate

Figures 1 and 2 provide geographic analysis of distributions of low income and high minority persons by block groups. OCPC staff has conducted geographic analyses and mapping of transportation conditions such as pavement condition and bridges condition, the availability of public transit services, and distribution of TIP projects.
Figure 3 - Environmental Justice: TIP Projects (2004-2018)
Figure 4 - Environmental Justice: Pavement Conditions from Pavement Management System
Figure 5 - Environmental Justice: Bridge Conditions
3.4 Analysis of the MPO’s Transportation System Investments that Identifies and Addresses any Disparate Impacts

Environmental Justice Analysis asks whether a proposed action or plan causes disproportionately high and adverse effects on minority populations and low-income populations, and whether these populations are denied benefits. A framework of analysis that can determine how a proposed action or plan could differentially affect different populations is important. As such, an analysis of benefits and burdens is utilized. In addition, computer mapping of Environmental Justice Areas along with past, present and future projects funded through the transportation improvement program, available transit services and their associated walking times, commuter parking facilities, pavement conditions, high crash locations, areas of congestion is utilized to measure the distribution of funding (to ensure geographic equity), to determine priorities areas of need/ and or concern.

Benefits and Burdens

Examples of the Benefits considered during the development of this TIPs and RTPs are:

- Mobility
- Accessibility
- Infrastructure condition
- Environment
- Reliability
- Safety
- Security
- Load factors
- Efficiency

Examples of the Burdens potentially considered during the development of TIPs and RTPs are:

- Air, noise, and water pollution and soil contamination.
- Destruction or disruption of community cohesion or a community’s economic vitality.
- Destruction or disruption of the availability of public and private facilities and services.
- Adverse employment effects.
- Displacement of persons, businesses, farms, or nonprofit organizations.
- Increased traffic congestion, isolation, exclusion, or separation of minority or low-income individuals within a given community or from the broader community.
- The denial of, reduction in or significant delay in the receipt of, benefits of programs, policies, or activities.

OCPC is in the process of developing an evaluation tool based upon the benefits and burdens listed above. Once finalized OCPC will then screen and evaluate project programmed in the Old Colony Transportation Improvement Program.
Old Colony 2014 Title VI Report

The TIP is a listing of transportation projects proposed for implementation during the next four federal fiscal years. Projects listed in the TIP include those in the short-range element of the RTP. In the TIP, projects are classified under federal and non-federal funding categories and assigned a local priority. The TIP briefly describes the project as well as its projected costs and funding sources. TIP projects are evaluated and scored using Transportation Evaluation Criteria (TEC). Included among the scoring criterion are: the projects impact/benefit on minority low-income populations; and the projects effect on service to minority low-income populations. The Transportation Evaluation Criteria are located in Appendix K.

As part of the TIP development, current and proposed projects are evaluated using Transportation Evaluation Criteria, and recommended to the Old Colony MPO for consideration and approval. The collective staffs evaluate candidate projects for the Old Colony MPO using the Transportation Evaluation Criteria of Condition, Mobility, Safety and Security, Community Effects/Environmental Justice and Support, Land Use and Economic Development, and Environmental Effects. After the evaluations, the results are provided to the Old Colony MPO for its review and approval. Once the Old Colony MPO has reviewed and approved the evaluations, the OCPC staff then uses the evaluation results, as well as readiness information, available funding, and other pertinent information to develop a Draft TIP. As part of the development process, the Draft TIP is reviewed by the JTC, the OCPC, and the MPO, and released for a 30-Day Public Review Period. After the 30-Day Public Review Period, the Final Draft TIP is sent to the Old Colony MPO for consideration and approval.

Environmental Justice Analysis asks whether a proposed action or plan causes disproportionately high and adverse effects on minority populations and low-income populations, and whether these populations are denied benefits. A framework of analysis that can determine how a proposed action or plan could differentially affect different populations is important. As such, an analysis of benefits and burdens is utilized. In addition, computer mapping of Environmental Justice Areas along with past, present and future projects funded through the transportation improvement program, available transit services and their associated walking times, commuter parking facilities, pavement conditions, high crash locations, areas of congestion is utilized to measure the distribution of funding (to ensure geographic equity), to determine priorities areas of need/and or concern.

Examinations of potential benefits and burdens because of the implementation of the TIP were conducted. Examples of benefits considered were mobility, accessibility, infrastructure condition, environment, reliability, safety, security, load factors, efficiency, and consultation with riders in improving bus services to the transit-dependent. While examples of burdens considered were: air, noise, and water pollution and soil contamination, destruction or disruption of community cohesion or a community's economic vitality, destruction or disruption of the availability of public and private facilities and services, adverse employment effects,
displacement of persons, businesses, farms, or nonprofit organizations, increased traffic congestion, isolation, exclusion, or separation of minority or low-income individuals within a given community or from the broader community, and the denial of, reduction in, or significant delay in the receipt of, benefits of programs, policies, or activities.

An assessment of the benefits and burdens of the Transportation Improvement Program (TIP) was completed to identify all regionally significant projects constructed and/ or programmed in the Old Colony Transportation Improvement Program during the period of 2004 – 2018. Constructed projects funded through the TIP were included to provide a benchmark of investments. The constructed projects were compiled and then the staff analyzed the location of these improvements relative to locations of minority and low-income populations. For the purposes of identifying these populations, the staff utilized the MassGIS Environmental Justice GIS Shape file. Polygons in the Environmental Justice (EJ) Populations layer represent neighborhoods across the state with high minority, non-English speaking, low-income, and foreign-born populations.

Regionally, it was determined that about 42.9 percent of the identified improvement projects, representing approximately 39.7 percent of the identified investment dollars on the FFY 2015-2018 TIP are located in or immediately adjacent to EJ communities. This exceeds the 29.0 percent of the region’s population identified as living in EJ communities. Non-mappable projects, such as transit vehicle replacements or rehabilitations, bridge and roadway repair line items for future projects to be defined, and other non-location-specific projects are not included in this analysis. Moreover, many of the projects that are not located directly within an EJ community are projects of key regional significance, such as interstate highway improvements. These improvements benefit the region as a whole, and provide access to many key employment centers, including downtown Brockton and regional shopping centers.

<table>
<thead>
<tr>
<th>Type</th>
<th>Population Represented in EJ Communities (2010)</th>
<th>Percent Population Represented</th>
<th>TIP Project Investment</th>
<th>Percent Projects in EJ/Non EJ Communities by Total Investment ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within EJ Communities</td>
<td>101,053</td>
<td>29.0%</td>
<td>$11,100,346</td>
<td>42.9%</td>
</tr>
<tr>
<td>Outside EJ Communities</td>
<td>247,474</td>
<td>71.0%</td>
<td>$16,847,900</td>
<td>57.1%</td>
</tr>
<tr>
<td>Totals</td>
<td>348,527</td>
<td>100.0%</td>
<td>$27,948,246</td>
<td>100%</td>
</tr>
</tbody>
</table>
OCPC undertook further analysis to determine the level of investments during the period of 2004-2014 through previous Transportation Improvement Programs. From that analysis, it was concluded that about 50.0 percent of the identified improvement projects, representing approximately 53.3 percent of the identified investment dollars allocated during the TIP years of 2004-2014 are located in or immediately adjacent to EJ communities. This exceeds the 29.0 percent of the region’s population identified as living in EJ communities.

Table 8
Investment Value of TIP Projects 2004 - 2014 (Projects Implemented)

<table>
<thead>
<tr>
<th>Type</th>
<th>Population Represented in EJ Communities (2010)</th>
<th>Percent Population Represented</th>
<th>TIP Project Investment</th>
<th>Percent Projects in EJ/ Non EJ Communities by Total Investment ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within EJ Communities</td>
<td>101,053</td>
<td>29.0%</td>
<td>$73,835,175</td>
<td>50.0%</td>
</tr>
<tr>
<td>Outside EJ Communities</td>
<td>247,474</td>
<td>71.0%</td>
<td>$64,670,631</td>
<td>50.0%</td>
</tr>
<tr>
<td>Totals</td>
<td>348,527</td>
<td>100.0%</td>
<td>$138,505,807</td>
<td>100%</td>
</tr>
</tbody>
</table>

From the examination of benefits and burdens, it is the determination that no projects implemented because of the TIP will result in adverse impacts to the Environmental Justice Areas in the Old Colony region.

As such, from the review, it may be concluded from the public investment and involvement in the regional transportation planning process and the resultant FFY 2015-2018 Transportation Improvement Program and previous TIPs (dating back to 2004) demonstrate that the benefits of the regional transportation planning process are afforded equitably to both EJ and Non-EJ communities. Given this equitable distribution and investment, it is finding of the Old Colony Planning Council that the Low-income and minority populations are not disproportionately impacted and are beneficiaries of the transportation planning process and project implementation in the Old Colony Region.

As such, the Old Colony Planning Council continues to work with our regional partners in the advancement of environmental justice principles throughout the regional planning process. Such analyses will be conducted annually and included in the endorsed TIP.
3.5 Description of Procedures Utilized to Ensure Nondiscriminatory pass-through of FTA Financial Assistance (if requested)

OCPC will engage resources such as the Supplier Diversity Office (SDO) to diversify the pool of available consultants and contractors for OCPC work. OCPC will relay the nature of the work to be performed by consultants and contractors.

3.6 Description of Procedures Utilized to Provide Assistance to Potential Subrecipients in a nondiscriminatory manner (if requested)

OCPC will engage resources such as the Supplier Diversity Office (SDO) to diversify the pool of available consultants and contractors for OCPC work. OCPC will relay the nature of the work to be performed by consultants and contractors.

4.0 - Appendices

Included in the Appendices is the following information:

Appendix A - 2014 FTA Certifications and Assurances
Appendix B - Notice to Beneficiaries of Protection Under Title VI
Appendix C - Old Colony Title VI Procedures
Appendix D - Old Colony Title VI Complaint Form
Appendix E - 2011 Old Colony Public Participation Plan
Appendix F - Old Colony LEP Plan
Appendix G - 2010 US Census LEP Analysis
Appendix H - Examples of Inclusion of Notice to Beneficiaries of Protection Under Title VI
Appendix I - 2010 US Census I Speak List
Appendix J - Old Colony Title VI Survey
Appendix K - Old Colony MPO Approval of 2014 Old Colony MPO Title VI Report
Appendix A

2014 FTA Certifications and Assurances
FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF APPLICANT

Name of the Applicant: Old Colony Planning Council

Name and Relationship of the Authorized Representative: ________________________________

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2014, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA funding during Federal Fiscal Year 2014.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq., and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature: _____________________________ Date: 4-30-14

Name: Pasquale Ciaramella, Executive Director

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant):

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature: _____________________________ Date: __________________

Name: __________________________

Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its signature in lieu of the Attorney’s signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.
**FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES**

**FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: **Old Colony Planning Council**

The Applicant agrees to comply with applicable provisions of Groups 01 – 24. ✓

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

<table>
<thead>
<tr>
<th>Group</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.</td>
<td>Required Certifications and Assurances for Each Applicant.</td>
</tr>
<tr>
<td>02.</td>
<td>Lobbying.</td>
</tr>
<tr>
<td>03.</td>
<td>Procurement and Procurement Systems.</td>
</tr>
<tr>
<td>04.</td>
<td>Private Section Protections.</td>
</tr>
<tr>
<td>05.</td>
<td>Rolling Stock Reviews and Bus Testing.</td>
</tr>
<tr>
<td>06.</td>
<td>Demand Responsive Service.</td>
</tr>
<tr>
<td>07.</td>
<td>Intelligent Transportation Systems.</td>
</tr>
<tr>
<td>08.</td>
<td>Interest and Financing Costs and Acquisition of Capital Assets by Lease.</td>
</tr>
<tr>
<td>10.</td>
<td>Alcohol and Controlled Substances Testing.</td>
</tr>
<tr>
<td>12.</td>
<td>State of Good Repair Program.</td>
</tr>
<tr>
<td>13.</td>
<td>Fixed Guideway Modernization Grant Program.</td>
</tr>
<tr>
<td>14.</td>
<td>Bus and Bus Facilities Formula Grants Program and Bus and Bus Related Equipment and Facilities Grant Program (Discretionary).</td>
</tr>
<tr>
<td>15.</td>
<td>Urbanized Area Formula Grants Programs, Passenger Ferry Grants Program, and Job Access and Reverse Commute (JARC) Program.</td>
</tr>
<tr>
<td>16.</td>
<td>Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.</td>
</tr>
<tr>
<td>17.</td>
<td>Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.</td>
</tr>
<tr>
<td>18.</td>
<td>Public Transportation on Indian Reservations Programs (also known as the Tribal Transit Programs).</td>
</tr>
<tr>
<td>19.</td>
<td>Low or No Emission/Clean Fuels Grant Programs.</td>
</tr>
<tr>
<td>20.</td>
<td>Paul S. Sarbanes Transit in Parks Program.</td>
</tr>
<tr>
<td>22.</td>
<td>Public Transportation Emergency Relief Program.</td>
</tr>
<tr>
<td>23.</td>
<td>Expedited Project Delivery Pilot Program.</td>
</tr>
<tr>
<td>24.</td>
<td>Infrastructure Finance Programs.</td>
</tr>
</tbody>
</table>
Appendix B

Notice to Beneficiaries of Protection under Title VI
Notice of Nondiscrimination Rights and Protections to Beneficiaries

Federal “Title VI/Nondiscrimination” Protections

The Old Colony Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of age, sex, and disability. These protected categories are contemplated within the Old Colony MPO’s Title VI Programs consistent with federal interpretation and administration. Additionally, the Old Colony MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

State Nondiscrimination Protections

The Old Colony MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 §§ 92a, 98, 98a, prohibiting making any distinction, discrimination, or restriction in admission to or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Old Colony MPO complies with the Governor’s Executive Order 526, section 4 requiring all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

Additional Information

To request additional information regarding Title VI and related federal and state nondiscrimination obligations, please contact:

Old Colony Planning Council
Title VI/ Nondiscrimination Coordinator
Pat Ciaramella
70 School Street
Brockton, MA 02301
508-583-1833 Extension 202
pciaramella@ocpcrpa.org
Title VI Specialist
MassDOT, Office of Diversity and Civil Rights
10 Park Plaza
Boston, MA 02116
857-368-8580
TTY: 857-368-0603
MASSDOT.CivilRights@state.ma.us

Complaint Filing

To file a complaint alleging a violation of Title VI or related federal nondiscrimination law, contact the Title VI Specialist (above) within 180 days of the alleged discriminatory conduct.

To file a complaint alleging a violation of the state’s Public Accommodation Law, contact the Massachusetts Commission Against Discrimination within 300 days of the alleged discriminatory conduct at:

Massachusetts Commission Against Discrimination (MCAD)
One Ashburton Place, 6th Floor
Boston, MA 02109
617-994-6000
TTY: 617-994-6196
Translation

English: If this information is needed in another language, please contact Pat Ciaramella at 508-583-1833 Extension 202.


Spanish: Si se necesita esta información en otro idioma, por favor póngase en contacto con Pat Ciaramella al 508-583-1833 extensión 202.

Chinese Simplified: (mainland & Singapore): 如果这个信息是需要用另一种语言，请联系帕特Ciaramella在508-583-1833分机202。

Chinese Traditional: (Hong Kong & Taiwan): 如果這個信息是需要用另一種語言，請聯繫帕特Ciaramella在508-583-1833分機202。


Vietnamese: Nếu thông tin này là cần thiết trong một ngôn ngữ khác, xin vui lòng liên hệ với Pat Ciaramella tại 508-583-1833 mở rộng 202.

French: Si cette information est nécessaire dans une autre langue, s'il vous plaît communiquer avec Pat Ciaramella au 508-583-1833 extension 202.

Italian: Se questa informazione è necessaria in un'altra lingua, si prega di contattare Pat Ciaramella al 508-583-1833 Extension 202.

Khmer: ពិព័្េជាតិការណោ្េរបស់យើងគឺជាមួយអ្នកបានអះអាងប្រាយាមជាងគេភាន់យោបាញបុគ្គលិករក្សាទុកោ្់ស្តីតួលេង នៅតាម 508-583-1833 202។


Updated March 2014

Old Colony Planning Council
Appendix C

Old Colony Title VI Procedures
Old Colony MPO Title VI Complaint Procedure

Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Two Executive Orders and related statutes further define populations that are protected under the umbrella of Title VI. Executive Order 12898 concerns environmental justice for minority and low-income populations. Executive Order 13166 concerns providing equal access to services and benefits for individuals with limited English proficiency (LEP). The rights of women, the elderly, and people with disabilities are protected under similar statutes. Massachusetts General Law extends these protections to prevent discrimination on the basis of religion, military service, ancestry, sexual orientation, and gender identity or expression.

To comply with 49 CFR Section 21.9(b), the Old Colony MPO maintains the following procedure for receiving, investigating, addressing, and tracking Title VI complaints.

1.0 Submittal of Complaints
Any person who believes that the Old Colony MPO in its role of planning has subjected him or her or any specific class of persons to discrimination that is prohibited by Title VI of the Civil Rights Act of 1964, its amendments and related statutes, and programming federal funds may submit a written complaint. Complaints may be submitted for discrimination on the basis of race, color, national origin (including limited English proficiency), ethnicity, religion, creed, age, gender, gender identity or expression sex, sexual orientation, disability, ancestry, veteran's status, or background. Any such complaint shall be submitted no later than 180 days after the date the person believes the discrimination occurred. For information or to file a complaint under Title VI or the state Public Accommodations law, the contacts are as follows:

Old Colony Planning Council
Title VI/ Nondiscrimination Coordinator
70 School Street
Brockton, MA 02301
(508) 583-1833
pciaramella@ocpcrpa.org

MCAD
One Ashburton Place, 6th Floor
Boston, MA 02109
(617) 994-6000
TTY: (617) 994-6196

Title VI Specialist
MassDOT, Office of Diversity and Civil Rights
10 Park Plaza
Boston, MA 02116
857-368-8580
TTY: 857-368-0603
MASSDOT.CivilRights@state.ma.us
Complaints shall be in writing and shall set forth as completely as possible the relevant facts and circumstances surrounding the alleged discrimination. The following information shall be included:

- Name, address, and phone number of the complainant.
- A statement of the complainant, including:
  - The basis of the alleged discrimination (race, color, national origin, or language).
  - A detailed description of the alleged discriminatory act(s).
  - What in the nature of the alleged act(s) led the complainant to feel that discrimination was involved.
  - The date(s) on which the alleged discriminatory act(s) occurred.
  - The name(s) of individual(s) alleged to have participated in the act(s).
  - The name(s) of all other agencies or organizations where the complaint is also being filed (if applicable).
- The signature of the complainant and date submitted.

If a complainant is unable or incapable of providing a written statement and has no designee to do so, a verbal complaint of discrimination may be made to the OCPC Title VI Coordinator. Verbal complaints may be submitted (either in person, by telephone at (508) 583-1833, or via a recording) to the Title VI Coordinator. The Title VI Coordinator will convert the verbal allegations to writing and provide the written document for confirmation, revision, and a signature before processing. Where the Complainant will be assisted in converting an oral complaint into a written complaint, the Complainant is required to sign the written complaint.

2.0 Review of Complaint
Within fifteen (15) days, the Old Colony MPO shall confirm receipt of the complaint and inform the Complainant of the investigation process.

Upon receipt of the complaint, the Old Colony MPO shall notify and coordinate with the Title VI Specialist at MassDOT, Office of Diversity, and Civil Rights. In addition, the OCPC Title VI Coordinator, and other Old Colony MPO staff shall review it. Within sixty (60) days, should the complaint have merit, the Old Colony Planning Council shall commence an investigation of the allegation(s). The investigation may include the gathering of additional information from the complainant and/or the alleged discriminating party (ies). The purpose of an investigation is to determine whether there is a reason to believe that a failure to comply with Title VI of the Civil Rights Act of 1964 has occurred. Upon completion of the investigation, the Title VI Coordinator shall report to the Old Colony MPO Chair. The report may include recommendations for possible action to address the complaint. Subsequently, the Old Colony MPO will render a recommendation for action in a report of findings or resolution.

Recommendations may include:

- Forwarding the complaint to a responsible implementing agency.
Identifying remedial actions that are available to offer redress.
Identifying possible improvements to the Old Colony MPO’s processes related to Title VI and environmental justice.

The Old Colony MPO Chair shall refer the matter to the Old Colony MPO, which shall meet and discuss the complaint and the staff report. This report may include recommendations for possible action to address the complaint.

3.0 Appeals
The complainant may appeal the Chair’s response to the complaint. Appeals must be in writing to either of the following no later than 30 days after the date of the written response:

MassDOT
Director of Civil Rights
10 Park Plaza, Suite 4160
Boston, MA 02116

Department Office of Civil Rights
U.S. Department of Transportation
1200 New Jersey Avenue
Washington D.C. 20590

In the case where a complainant is unable or incapable of providing a written appeal and has no designee to do so, a verbal appeal to a complaint of discrimination decision may be made through the Title VI Coordinator. Verbal appeals may be submitted (either in person, by telephone at (508) 583-1833, or via a recording) to the Title VI Coordinator. The Title VI Coordinator will convert the verbal appeal to writing and provide the complainant with the written document for confirmation, revision, and a signature before processing. In cases where the Complainant will be assisted in converting an oral appeal into a written appeal, the Complainant is required to sign the written appeal.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel. These procedures are part of an administrative process that does not include punitive damages or compensatory remuneration for the complainant.

Old Colony Planning Council staff will forward complaints and responses to the complaints to the Massachusetts Department of Transportation’s Office of Civil Rights.

4.0 Resolution
If a probable cause of a discriminatory practice based on race, color, or national origin is found to exist, the Old Colony MPO shall endeavor to eliminate said practice by means of a Remedial Action Plan. The Remedial Plan shall include a list of all corrective actions accepted by the agency; a description of how the corrective action will be implemented; and a written assurance that the agency will implement the accepted corrective action in the manner discussed in the plan.

Where attempts to resolve the complaint fail, the complainant shall be notified in writing of his or her right to submit the complaint to the Federal Transit Administration as cited in FTA C4702.1A.

5.0 Complaint Tracking
The Old Colony MPO will maintain a log of Title VI complaints, lawsuits, and investigations alleging discrimination on the basis of race, color, or national origin. The log shall include filing date(s), allegation summaries, status of the investigation, lawsuit, or complaint, and actions taken by the Old Colony MPO.

Updated March 2014
Old Colony Planning Council
Appendix D

Old Colony Title VI Complaint Form
Old Colony Title VI Complaint Form

Federal “Title VI/Nondiscrimination” Protections

The Old Colony Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of age, sex, and disability. These protected categories are contemplated within the Old Colony MPO’s Title VI Programs consistent with federal interpretation and administration. Additionally, the Old Colony MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

State Nondiscrimination Protections

The Old Colony MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 §§ 92a, 98, 98a, prohibiting making any distinction, discrimination, or restriction in admission to or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Old Colony MPO complies with the Governor’s Executive Order 526, section 4 requiring all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to: Pat Ciaramella, Old Colony Planning Council, 70 School Street Brockton, MA 02301-4097, 508-583-1833, Title VI Specialist, MassDOT, Office of Diversity and Civil Rights, 10 Park Plaza, Boston, MA, 02116, 857-368-8580, TTY: 857-368-0603 and MCAD, One Ashburton Place, 6th Floor, Boston, MA 02109, 617-994-6000, TTY: 617-994-6196.
1. Complainant’s Name_____________________________________________________

2. Address________________________________________________________________________

3. City____________________ State____________ Zip Code___________________

4. Telephone Number (home)___________________ (business)____________________

5. Person discriminated against (if someone other than the compliant)

   Name________________________________________________________________________

   Address______________________________________________________________________

   City____________________ State____________ Zip Code___________________

6. Which of the following best describes the reason you believe the discrimination took place? Was it because of your:
   a. Race/Color □  c. Sex □  e. Disability □
   b. National Origin □  d. Age □

7. What date did the alleged discrimination take place?

8. In your own words, describe the alleged discrimination. Explain what happened and whom you believe was responsible. Please use the back of this form if additional space is required.
9. Have you filed this compliant with any other federal, state, or local agency; or with any federal or state court?  
   Yes ☐  No ☐

   If yes, check each box that applies:
   
   Federal agency ☐  Federal court ☐  State agency ☐
   
   State court ☐  Local agency ☐

10. Please provide information about a contact person at the agency / court where the complaint was filed.

   Name___________________________________________________________
   
   Address________________________________________________________
   
   City_________________________ State__________ Zip Code_____________
   
   Telephone Number________________________________________________

11. Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

   _____________________________________________  _______________________
   Complainant’s Signature                        Date
Appendix E

2011 Old Colony Public Participation Plan
PUBLIC PARTICIPATION PLAN

- Endorsed on June 28, 2007 by the Old Colony MPO
- As Amended on October 5, 2009 by the Old Colony MPO
- Updated to Include March 2011 Old Colony MPO MOU

Prepared By:
OLD COLONY PLANNING COUNCIL
70 School Street
Brockton, Massachusetts
www.ocpcrpa.org
Old Colony Metropolitan Planning Organization

2007 Old Colony Public Participation Plan
Amendment

The 2007 Old Colony Public Participation Plan, which provides a process for public involvement in the transportation planning for the region, was endorsed by the Old Colony Metropolitan Planning Organization (Old Colony MPO) on June 28, 2007. The Old Colony MPO, through its regular and advisory group meetings, encourages public participation on amendments to certification documents.

This AMENDMENT to the 2007 Old Colony Public Participation Plan provides for the addition of the following provisions:

- A minimum public comment period of 30 days has been established for the RTP, TIP, UPWP, and Amendments, however, the Old Colony MPO at their discretion, may vote to abbreviate the public comment period under what they consider extraordinary circumstances beyond the MPO's control.

- Adjustments or Administrative Modifications to the RTP are minor amendments such as adding projects to the Illustrative Project Listing, and the procedure requires an administrative action (the change), JTC advice, and Old Colony MPO notification of the change.

The Signatories hereby approve the above-mentioned AMENDMENT and hereby reaffirm that the 2007 Old Colony Public Participation Plan will continue to provide for the public participation process for transportation planning in the region, along with the Amendment herein as deemed necessary. Said Amendment shall be included in the Appendix of the existing Public Participation Plan until the endorsement of a new Public Participation Plan.

James Aloisi, Jr., Secretary
Executive Office of Transportation and Public Works

Date

James Harrington, Mayor
City of Brockton

Date

Luisa Pasiewsky, Commissioner
Massachusetts Highway Department

Date

Richard Quimal, Chairman
Town of Plymouth Board of Selectmen

Date

Kendal Leduc, Jr., Administrator
Brockton Area Transit

Date

Joseph Freitas, Chairman
Town of Plymouth Board of Selectmen

Date

Jeannmarie Kent Joyce, President
Old Colony Planning Council

Date

Colleen Corini, Chairman
Town of Easton Board of Selectmen

Date
Old Colony Metropolitan Planning Organization

2007 Public Participation Plan

Endorsement of 2007 Public Participation Plan

This is to certify that the Signatories of the Old Colony Metropolitan Planning Organization, at their MPO meeting on June 28, 2007, hereby approved and endorsed the 2007 Public Participation Plan (PPP) in its entirety for the Old Colony Region, in accordance with the certified 3C Transportation Planning Process.

Signatory Certification:

Bernard Cohen, Secretary
Executive Office of Transportation and Public Works

James Harrington, Mayor
City of Brockton

Lee Hatmann
Town of Plymouth Board of Selectmen

Richard Quintal, Chairman
Brockton Area Transit

Jeanmarie Kent Joyce, President
Old Colony Planning Council

Matthew Albanese
Town of West Bridgewater Board of Selectmen

Robert Wise, Chairman
Town of Abington Board of Selectmen
ACKNOWLEDGMENTS

The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code, under Contract 0052455.

The views and opinions of the Old Colony Planning Council expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

This Plan was prepared by the Old Colony Planning Council staff under the direction of Pat Ciaramella, Executive Director, and the supervision of Charles Kilmer, Transportation Program Manager.
# PUBLIC PARTICIPATION PLAN

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1.0 Introduction and Purpose

The Old Colony Public Participation Plan (PPP) provides for a proactive public participation and involvement process with regard to transportation planning, system improvements, and programs. The main goal of the plan is to educate, to inform, and to encourage participation from stakeholder groups and the public at large, and to include public responses in the decision making process. The plan is designed to fulfill federal-aid requirements and to document the history, effectiveness, and future plans for public outreach and public participation in the transportation planning process.

The Old Colony MPO is charged with developing and implementing the transportation planning process for the region and providing the forum for cooperative decision making concerning transportation plans and programs, and considers advice from all interested parties and the Joint Transportation Committee (JTC), which serves as the MPO’s policy advisory group. The JTC provides a broad base for the transportation planning and programming process and assists in carrying out the 3C planning process (Cooperative, Continuous, and Comprehensive).

The transportation planning area includes the City of Brockton and fourteen towns: Abington, Avon, Bridgewater, East Bridgewater, Easton, Halifax, Hanson, Kingston, Pembroke, Plymouth, Plympton, Stoughton, West Bridgewater, and Whitman. The planning area also includes the community service areas of Brockton Area Transit and portions of the MBTA and GATRA service areas. Please note the Brockton Area Transit utilizes the Old Colony Public Participation Process (PPP) as their public participation process.

2.0 Public Participation Process

It is the policy of the Old Colony Metropolitan Planning Organization, in its role as the designated Metropolitan Planning Organization for the region, to support and encourage early and continuous public participation and input to the planning process and to adhere to the principles of Environmental Justice and Title VI of the Civil Rights Act as part of the metropolitan “3-C” planning process relating to transportation systems and facilities. The MPO’s public participation plan is designed to ensure opportunities for the public to express its views on transportation issues and to become active participants in the regional planning and transportation “3-C” metropolitan decision-making process.

A 1994 Presidential Executive Order directed Federal agencies to make Environmental Justice part of its mission by identifying and addressing the effects of programs, policies, and activities on "minority populations and low-income populations." The MPO's Environmental Justice initiatives will strive to accomplish this by involving the potentially affected public through outreach programs. These programs consist of MPO staff activities designed to develop partnerships with, and enhance the participation in the transportation planning process, by groups and individuals of “traditionally underserved” communities. These communities include minorities, transit dependent citizens, low income, the elderly, and persons with disabilities. Staff activities include, but are not limited to; MPO staff participation in groups and coalitions serving...
within these communities, targeted communications with local media outlets, conducting meetings at times and locations that are accessible to transit dependant or non-driving individuals when possible, and publication of MPO documents in non-technical, web-based or other easily accessible formats as necessary and appropriate for purposes of obtaining input and comment into the long-range transportation planning process and for Transportation Improvement Program updates.

In carrying out the participation plan, the MPO shall to the maximum extent practical – (1) hold any public meetings at convenient and accessible locations and times; (2) employ visualization techniques, such as charts and maps, to describe long-range transportation plans; and (3) make public information available in electronically accessible format and means, such as the OCPC website, as appropriate to afford reasonable opportunities for consideration of public comment and opinion. The goal of the MPO’s outreach program is to ensure that all citizens regardless of race, color, religion, income status, national origin, age, gender, disability, marital status, or political affiliation, have an equal opportunity to participate in the MPO’s decision-making process.

The principal responsibilities of MPO include the development of a 20-year long range Transportation Plan for the region that is fiscally constrained within the projected federal funds available. Planning activities also include a Congestion Management Process/ System, a four-year Transportation Improvement Program, and related planning studies and projects deemed necessary to address transportation issues in the area. Local transportation needs are re-evaluated annually. Based on this evaluation, project priorities are established and made part of MPO’s Transportation Improvement Program. In addition, the Transportation Improvement Program is forwarded to the Massachusetts Executive Office of Transportation (EOT) for inclusion into its State-TIP (STIP). By Federal and State law, all regionally significant multi-modal transportation improvement projects (regardless of funding source) must be included in and be consistent (to the maximum extent feasible) with MPO’s Transportation Improvement Program and long range Transportation Plan in order to be eligible for Federal-aid and State funding. Therefore, the MPO’s Transportation Improvement Program is the primary plan that guides all state and federally funded transportation improvements in the urbanized area.

3.0 SAFETEA-LU

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009. The SAFETEA-LU Act requires the Metropolitan Planning Organizations (MPO) to provide for consideration of projects and strategies that will serve to advance eight (8) transportation planning factors identified under SAFETEA-LU as follows:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system for motorized and non-motorized users
- Increase the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility of people and for freight
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

Under SAFETEA-LU, the MPO is encouraged to consult with planning officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements). The metropolitan planning process serves to promote consistency between transportation improvements and State and local planned growth and economic development patterns.

The participation plan should be developed in consultation with all interested parties; and should provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan.

In carrying out the participation plan, the MPO should, to the maximum extent practicable- (i) hold public meetings at convenient and assessable locations and times; (ii) employ visualization techniques to describe plans; and (iii) make public information available in electronically accessible format and means, such as the World Wide Web, as appropriate to afford reasonable opportunities for consideration of public information.

The development of the regional transportation plan should include a discussion of types of potential environmental mitigation activities along with potential sites to carry out the activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan. The discussion should be developed in consultation with Federal, State, and tribal, wildlife, land management, and regulatory agencies. Furthermore, the MPO should consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation and historic preservation concerning the development of a regional transportation plan.

The MPO should provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation plan.

A regional transportation plan involving Federal participation should be published or otherwise made readily available by the MPO for public review, including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web.

In developing the TIP, the MPO, in cooperation with the State and affected public transportation operator, the public should be provided reasonable opportunities to provide comment.
Before approving a TIP, the MPO, in cooperation with the State and affected public transportation operator, should provide an opportunity for comment and participation by interested parties.

An annual listing of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which Federal funds have been obligated in the preceding year should be published or otherwise made available by the cooperative effort of the State, transit operator, and MPO for public review.

4.0 General Guidelines

The Public Participation Plan is intended to provide direction for public involvement activities to be conducted by the MPO and contains the policies, goals, objectives, and techniques used by the MPO for public involvement. In its public participation process, the MPO should:

- Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agencies, private providers of transportation, other interested parties and segments of the community affected by transportation plans, programs and projects.

- Provide reasonable public access to technical and policy information used in the development of the regional transportation plan, the transportation improvement program, and other appropriate transportation plans and projects, and conduct open public meetings where matters related to transportation programs are being considered.

- Give adequate public notice of public participation activities and allow time for public review and comment at key decision points, including, but not limited to, approval of the regional transportation plan, the transportation improvement program, and other appropriate transportation plans and projects. If the final draft of any transportation plan differs significantly from the one available for public comment and raises substantially new material issues, which interested parties could not have reasonably foreseen, an additional opportunity for public comment on the revised plan should be made available at the discretion of the MPO.

- Solicit the needs of those underserved by existing transportation systems, including but not limited to the transportation disadvantage, minorities, elderly, persons with disabilities, and low-income households. SAFETEA-LU requires that the MPO should provide reasonable opportunities for affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation planning process.
Provide a public comment period of 45 days prior to the adoption of the Public Participation Plan and/or any amendments. Notice of the public comment period will be advertised in a newspaper of general circulation.

Provide a public comment period of 30 days prior to the adoption of the Regional Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program, any formal amendments, and other appropriate transportation plans and projects. However, while a minimum public comment period of 30 days has been established for the RTP, TIP, UPWP, and Amendments, the Old Colony MPO at their discretion, may vote to abbreviate the public comment period under what they consider extraordinary circumstances beyond the MPO’s control.

Coordinate the Public Participation Process with statewide Public Participation Processes wherever possible to enhance public consideration of the issues, plans and programs, and reduces redundancies and costs.

5.0 Goals, Objectives, and Policies

Several goals and objectives guide the design, structure, and operation of the Old Colony Public Participation Plan. The MPO should actively engage the public in the transportation planning process according to policies contained in the Public Participation Plan.

Be proactive in seeking input from a broad spectrum of stakeholders and public groups
- This requires a thorough identification of stakeholders and public groups and maintenance of a Transportation Advisory network.
- This requires the use of a variety of communication techniques and various media outlets, such as newspapers, World Wide Web, newsletters, and press releases. In addition to public meetings, input is sought at places of public convenience.
- This requires staff contact and liaisons with a variety of community groups.

Utilize communication techniques that provide early, often, and continuous public input
- This requires open, continuous communication with no lapse in the opportunity for the public to contribute input.

Provide the public with information regarding transportation plans and programs
- Information will be provided in terms that are user friendly and relevant to the public. When possible, information will be provided in languages other than English that are relevant to stakeholders.
- Information will be made readily accessible to the public.
- Information will be available electronically via the World Wide Web.
- Information will be conveyed utilizing visualization techniques.

Provide timely notice regarding plans and programs to allow for public review and comment.
- This requires giving the public ample time for review and comment.
30 days for the Unified Planning Work Program, Transportation Improvement Plan, Regional Transportation Plan, and any amendments to the aforementioned plans. However, while a minimum public comment period of 30 days has been established for the RTP, TIP, UPWP, and Amendments, the Old Colony MPO at their discretion, may vote to abbreviate the public comment period under what they consider extraordinary circumstances beyond the MPO’s control.

45 days for the Public Participation Plan

Include broad outreach that includes diverse groups and individuals. This requires proactively seeking out the traditionally underserved.

Provide relevant and timely responses to public input. This requires decisions made regarding plans and programs will consider and reflect public input.

Be available to provide general and project specific informing to at a central location during normal business hours and after hours at the request of community interest groups with reasonable notice.

There shall be opportunity for public input during each Old Colony MPO and JTC meeting to gather timely information about transportation issues and processes from interested area citizens, groups, and organizations. The Old Colony MPO shall consider and respond in a timely fashion to all significant public input offered during the planning and development program process including that offered by the JTC.

### 6.0 Planning Process Description

The transportation planning process analyzes and presents the benefits and impacts of various transportation alternatives such as new highways, changes in the transit system, and movements of goods/freight, airports, waterways, bikeways, or auto free zones. This information is used by decision makers in the selection of preferred solutions to current and anticipated problems.

The Old Colony Metropolitan Planning Organization (MPO) is the transportation planning agency and was created under state and federal laws that require the formation of MPOs in urbanized areas with populations of more than 50,000 in order for surface transportation projects to be eligible for federal Highway Trust Fund dollars.

The Old Colony MPO is responsible for conducting a continuous, cooperative, and comprehensive transportation planning process (3C) for all of the Old Colony Region. It must plan for the movement of both people and goods within the Region by all modes of travel, including highways, public transportation, bicycles, and foot. It also plans for the connections (such as airports, seaports, or bus, railroad, and pipeline terminals) linking these modes or tying the region to the rest of the world.

The Old Colony MPO sets priorities among surface transportation improvement projects within the Region for state or federal funding. In order for them to be eligible for federal funds, federal
law requires that the MPO endorse a transportation improvement program identifying the projects to be implemented.

The State and the Old Colony MPO certify to the FHWA and the FTA that the “3C” Transportation Planning Process is addressing the major issues facing the area and is being developed in accordance with FTA/FHWA regulations governing the implementation of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), EPA regulations governing the implementation of the Clean Air Act of 1990 (CAAA), and fully incorporate the applicable requirements of the 1964 Civil Rights Act and the Americans with Disabilities Act of 1990 (ADA). Approval of federally aided transportation projects is contingent on there being a State/Old Colony MPO certified “3C” Transportation Planning Process in place that refers to a planning process that is “Cooperative, Continuous, and Comprehensive.”

Every four years, the FTA and the FHWA make a “Certification Determination” for the transportation planning process in each urbanized area. In general, Certification means that the planning process “is being conducted in a cooperative, continuous, and comprehensive manner, and has resulted in plans and programs consistent with the comprehensively planned development of the area.”

The Old Colony MPO is responsible for carrying out the urban transportation planning process and for developing and endorsing the Unified Planning Work Program (UPWP), Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and Public Participation Plan (PPP) for the region. Membership of the Old Colony MPO is as follows:

- The Secretary of the Executive Office of Transportation
- The Commissioner of the Massachusetts Highway Department
- The President of the Old Colony Planning Council
- The Administrator of the Brockton Area Transit Authority
- The Mayor of the City of Brockton
- The Chief Elected Official of Plymouth
- The Chief Elected Official from two (2) communities, other than Brockton or Plymouth, duly elected by the Old Colony Planning Council, to represent locally elected communities. No more, or less, than one representative from towns with populations of 12,000 or below (Avon, Halifax, Hanson, Kingston, Plympton, and West Bridgewater), and, no more, or less, than one representative from towns with populations over 12,000 (Abington, Bridgewater, East Bridgewater, Easton, Pembroke, Stoughton, and Whitman)

The Old Colony Planning Council at a full Council meeting elects the above cited locally elected community officials to the Old Colony MPO. The electoral process is the sole responsibility of the OCPC with full consideration to nominations recommended by the Old Colony Joint Transportation Committee (JTC). This process was approved by the Old Colony MPO in 2003 and is periodically reviewed. The term of office shall be two years. The OCPC and the JTC make every effort to provide for region-wide geographic balance of the communities represented on the Old Colony MPO.
The JTC Chairperson, and one representative each from both the FHWA and the FTA shall be considered ex-officio, non-voting members of the Old Colony MPO. Designees or alternates are typically limited to the persons who are directly responsible and accountable to the official Old Colony MPO member that they are representing.

The members of the Old Colony MPO recognize that transportation planning and programming must be conducted as an integral part of, and consistent with, the comprehensive planning and development process, and that the process must involve the fullest possible participation by state agencies, local governments, private institutions and other appropriate groups.

6.1 Functional Responsibilities of Participating Agencies and Groups

Local Representatives
The local representatives (Brockton, Plymouth, and the locally elected communities) to the Old Colony MPO are responsible for articulating a local government perspective of regional transportation problems and issues, and the needs for the community or agency that they represent, and for the Region as a whole.

Executive Office of Transportation (EOT)
The Executive Office of Transportation (EOT), has the statutory responsibility, under Chapter 6A of the General Laws, to conduct comprehensive planning for and to coordinate the activities and programs of the state transportation agencies.

The EOT assists in organizing and conducting Old Colony MPO meetings, keeping records, and reporting major statewide and inter-regional policies and issues as they develop. The EOT is responsible for making appropriate planning funds available to the OCPC by contract to assist in the implementation of the required planning work program as defined in the approved UPWP. The EOT also provides the necessary data, technical support and staff support required to assist in fulfilling the transportation planning needs of the Old Colony Region and Commonwealth of Massachusetts. The EOT is responsible for making appropriate FTA transit planning funds available to the OCPC by contract to assist in the implementation of the required planning work program as defined in the approved UPWP.

Massachusetts Highway Department (MassHighway)
The Massachusetts Highway Department has the statutory responsibility under Chapter 16 of the General Laws for the construction, maintenance, and operation of state roads and bridges, and serves as the principal source of transportation planning in the Commonwealth. MassHighway is responsible for the continual preparation of comprehensive and coordinated transportation plans and programs.

Old Colony Planning Council (OCPC)
Established by Chapter 332 of the Acts of 1967, OCPC is the regional planning agency for the metropolitan Brockton area. The Council’s planning jurisdiction includes the City of Brockton and the towns of Abington, Avon, Bridgewater, East Bridgewater, Easton, Hanson, Halifax, Kingston, Pembroke, Plymouth, Plympton, Stoughton, West Bridgewater and Whitman. The policy board is composed of one delegate and one alternate appointed by a vote of the Board of
Selectmen and Planning Board of each member community. In the case of the City of Brockton, the Mayor appoints the delegate and alternate. The Council is authorized to prepare and revise comprehensive plans. OCPC is recognized by the MPO as the officially designated regional planning agency for the Old Colony MPO Region, having the statutory responsibility for comprehensive planning, including transportation planning. Currently, the Council’s areas of major emphasis are economic development, transportation, safety and security, water quality, land use and housing, and elder service planning and ombudsman programs.

The OCPC is responsible for comprehensive regional planning and is the transportation-planning agency for the Old Colony MPO and Old Colony Region. The OCPC maintains qualified transportation planning staff, and is principally responsible for the maintenance of the transportation planning process and for the support and operation of the Joint Transportation Committee and Old Colony MPO.

Brockton Area Transit Authority (BAT)

The Brockton Area Transit Authority, under the provisions of Chapter 161B of the General Laws, has the statutory responsibility to provide mass transportation in the area constituting the authority, and to provide mass transportation service under contract in areas outside the authority.

BAT, in addition to its statutory responsibility for providing mass transportation, assists in obtaining and ensuring input and participation in multimodal transportation planning from local elected officials and the public. BAT actively and consistently participates in the 3C transportation planning and programming process and represents the region’s concern for public transportation deficiencies and for solutions to transportation demands and needs.

6.2 Functions of the MPO

The Old Colony MPO develops, reviews, and, endorses annually the Unified Planning Work Program, the Transportation Improvement Program, and, the Public Participation Plan. Additionally, the Old Colony MPO develops, reviews, and endorses, at least every four years, a Regional Transportation Plan, with a 20-year horizon; as well as such transportation plans and other products that federal and state laws and regulations may from time to time require.

The Old Colony MPO is the forum for cooperative decision-making involving allocation of federal transportation funding by chief elected officials of general-purpose local governments, regional authorities and agencies, and state agencies in the Old Colony Region.

In the resolution of basic regional transportation policy, the Old Colony MPO seeks and considers the advice of all interested parties and the JTC. The Old Colony Planning Council Transportation Staff provides the JTC with information and analysis in the form of reports, briefings, and discussions concerning their plans, programs, and priorities so that they can carry out their functions in a timely fashion.

The Old Colony MPO appoints the committees it determines necessary to accomplish its business. Committees may consist of Old Colony MPO members, their designees, the JTC, and
transportation providers as appropriate. The Old Colony MPO assigns duties to the committees, as warranted.

6.3 Operation of the Old Colony MPO

The Old Colony MPO meets in the Region at least twice per year and usually more often as may be requested by any one of the Signatories.

The Secretary of EOT or Designee chairs the Old Colony MPO. In the absence of the Chairman, the Vice-Chairman shall chair the meeting. A Vice-Chairman of the Old Colony MPO is elected for a term of two years and shall be elected from among the non-state permanent members of the Old Colony MPO (City of Brockton, Town of Plymouth, Brockton Area Transit Authority, Old Colony Planning Council, and the two locally elected communities). The Old Colony MPO elects other officers as deemed necessary.

Votes of the Old Colony MPO, including those on all certification documents (i.e. TIP, UPWP, RTP, and PPP), Air Quality Conformity Determinations, and compliance with the Americans with Disabilities Act) are by a simple majority vote of those members present and voting, provided that one of the state agencies shall be included in the majority vote.

6.4 Transportation Advisory Group

In order to accomplish the objectives of the 3C process, the Old Colony MPO established a committee known as the Joint Transportation Committee (JTC) to serve as the Transportation Policy Advisory Group for the Old Colony Region, in accordance with earlier agreements. The Old Colony MPO periodically reviews the membership on the Joint Transportation Committee, to provide for a widely representative viewpoint, and to ensure a balanced consideration of transportation issues. Consistent with the provisions of the Memorandum of Understanding, the Joint Transportation Committee adopts by-laws and other procedures as may be necessary to govern its operation. The functions of the JTC are:

- To advise the Old Colony MPO and OCPC on matters of policy affecting the conduct of the 3C transportation planning and programming process for the Region.
- To advise the Old Colony MPO and OCPC on such regional transportation documents as may from time to time be required by state or federal laws and regulations (RTP, TIP, UPWP, and PPP their related adjustments and amendments).
- To provide maximum public participation in the transportation planning and programming process by providing a forum to bring the Old Colony MPO together with other public agencies, elected and appointed officials of cities and towns, and citizens concerned with the transportation planning and programming process; thereby facilitating, wherever possible, the consistency of transportation plans and programs for the Old Colony Region with the policies, priorities, and plans of affected state and regional agencies, local communities, private groups, and individuals within the Old Colony Region.
The JTC includes representatives from each OCPC community, whom are appointed by the Board of Selectmen/Mayor in the community. Membership is open to any interested resident, representative from a transportation provider, or interested group. The JTC meets on the second Thursday of each month at the OCPC office.

The Old Colony MPO provides complete information, timely public notice, and full public access to decisions and documents. It supports early and continuing public involvement in the development and review of its plans and programs. It especially tries to seek out and consider the interests of people whose needs may be not be well served by the existing transportation system, such as low income and minority households and persons with limited personal mobility. To assist with this, OCPC maintains a Transportation Advisory Network (TAN). The TAN is a mailing list of individuals and organizations that have an interest in local transportation issues. The TAN provides a broad community resource for the formation and review of transportation plans, policies and strategies. This network provides key contact persons for outreach efforts, dissemination of information, and informal review and comment to ensure sensitivity to varied community needs, concerns, and interests.

6.5 Planning Products

Public Participation Plan (PPP)
The Public Participation Plan (PPP) identifies strategies employed by the MPO to provide complete information, timely public notice, and full access to key decisions to the public prior to the adoption or amendment of the plans and programs for which the MPO is responsible. This document supports the early and continuing involvement of the public in the MPO process, as required by federal law.

Unified Planning Work Program (UPWP)
The Unified Planning Work Program (UPWP) describes and provides budgetary information for the transportation planning tasks and activities, which are to be conducted in the region during the coming year. The planning activities are organized first by work element in a format that will allow efficient administration, management, and reporting.

Regional Transportation Plan (RTP)
The Regional Transportation Plan (RTP) is based on the principles of Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The RTP provides a document and a process that will meet the challenges of preserving and expanding the transportation system. The Plan addresses a twenty-year planning horizon and includes both short and long range strategies/actions that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods.

Adjustments or Administrative Modifications to the RTP are minor amendments such as adding projects to the Illustrative Project Listing, and the procedure requires an administrative action (the change), JTC advice, and Old Colony MPO notification of the change.
Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) is a listing of transportation projects proposed for implementation during the next five federal fiscal years. Projects listed in the TIP include those in the short range element of the RTP. In the TIP, projects are classified under federal and non-federal funding categories and assigned a local priority. The TIP describes the project as well as its projected costs and funding sources.

An Adjustment is a minor Amendment. The Adjustment procedure requires an administrative action (the change), JTC advice, and MPO signatory notification of the change.

7.0 Public Participation Techniques

Transportation planning is one component of the Comprehensive Planning Process that includes land use/growth management, housing, open space and recreation, economic development, historic preservation, and water quality. It is important that these potentially conflicting elements be consistent with one another in order to facilitate the efficient movement of people and goods in the region. The first step in obtaining consistency is the use of a common database, coordination, and consultation with appropriate agencies and groups. Each of the functional planning areas uses common land use, population and employment statistics, and forecasts.

An underlying principle of the metropolitan planning process is public participation, coordination and consultation with appropriate agencies and groups. Legal advertisements are not a panacea for public participation. With that in mind, the staff engages the public to the maximum extent possible. Various strategies were deployed, documented and evaluated.

7.1 Environmental Justice

Environmental Justice is an important part of the planning process and is considered in all phases of planning. A truly integrated and effective planning process actively considers and promotes environmental justice within projects and groups of projects, across the total plan, and in policy decisions. All reasonably foreseeable adverse social, economic, and environmental effects on minority populations and low-income populations must be identified and addressed. There are three fundamental Environmental Justice principles:

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

Public involvement is an integral part of transportation planning and project development decision-making. The DOT Order (5610.2) on Environmental Justice directs the provision for minority populations and low-income populations greater access to information on, and
opportunities for public participation in matters that may affect human health and the environment.

Effective public involvement in the planning process and the project-development process can alert State and local agencies about environmental justice concerns so that they do not result in surprises during the project-development stage. Continuous interaction between community members and transportation professionals is critical to successfully identify and resolve potential Environmental Justice concerns.

The staff has public-involvement procedures established that provide for consideration of Environmental Justice. These procedures provide an inclusive, representative, and equal opportunity for two-way communication resulting in appropriate action that reflects this public involvement. Environmental Justice is considered in all aspects of planning and project decision-making, including the design of both the public-involvement plan and the proposed facility.

Environmental Justice Analysis asks whether a proposed action or plan causes disproportionately high and adverse effects on minority populations and low-income populations, and whether these populations are denied benefits. A framework of analysis that can determine how a proposed action or plan could differentially affect different populations is important. As such, an analysis of benefits and burdens is utilized. In addition, computer mapping of Environmental Justice Areas along with past, present and future projects funded through the transportation improvement program, available transit services and their associated walking times, commuter parking facilities, pavement conditions, high crash locations, areas of congestion is utilized to measure the distribution of funding (to ensure geographic equity), to determine priorities areas of need/ and or concern.

Benefits and Burdens

Examples of the Benefits considered during the development of this TIPs and RTPs are:

- Mobility
- Accessibility
- Infrastructure condition
- Environment
- Reliability
- Safety
- Security
- Load factors
- Efficiency

Examples of the Burdens potentially considered during the development of TIPs and RTPs are:

- Air, noise, and water pollution and soil contamination.
- Destruction or disruption of community cohesion or a community's economic vitality.
- Destruction or disruption of the availability of public and private facilities and services.
- Adverse employment effects.
- Displacement of persons, businesses, farms, or nonprofit organizations.
- Increased traffic congestion, isolation, exclusion, or separation of minority or low-income individuals within a given community or from the broader community.
- The denial of, reduction in, or significant delay in the receipt of, benefits of programs, policies, or activities.

7.2 Public Outreach Activities

Whenever possible, the public involvement process coordinates with statewide public involvement processes in order to enhance public consideration of issues, plans and programs, and to maximize citizen involvement.

The MPO keeps the public informed of on-going transportation related activities on a continuous basis by making all publications and work products available electronically via its web site. The staff is available to provide general and project specific information during normal business hours and after hours at the request of community interest groups with reasonable notice.

Public participation is an ongoing activity and an integral part of one-time activities, such as corridor studies, and regularly repeated activities, such as the annual Transportation Improvement Program process and long range Transportation Plan updates. The following public participation techniques may be used concurrently or individually as the situation dictates.

Public Comments
- Public comments will be incorporated into documents and presented to the MPO for acceptance.
- Comments may be received by fax, mail, email, or verbally at public meetings.
- Substantive changes to the RTP or TIP, because of comments received, should cause a revised document and additional comment period that follows the same procedure as the initial comment period.

Public Meetings
- All public meetings shall be held in accessible locations.
- Public meetings may be combined with other regularly scheduled meetings, as long as it is listed in a mailed meeting agenda.

Website
- A website will be maintained and provide for access to information and opportunities for public comment.

Visualization Techniques
- Charts
- Graphs
- Aerial Photography
- Maps
- Use of GIS systems
- Artist renderings
- Physical models
- Computer simulation

**Other Media**
- Direct Mailings
- Press Releases
- Legal Advertisements
- Public Hearings
- Surveys
- Cable Access Television
- Radio
- Newspapers

**Public Information Forums**
- Regional Malls
- Intermodal Transportation Centers

**8.0 Evaluation**

The MPO shall perform periodic reviews of the PPP to evaluate the public's involvement, education and feedback regarding transportation issues in the region with an emphasis on the success obtained in engaging minority and low-income populations.
APPENDIX A
OLD COLONY METROPOLITAN PLANNING ORGANIZATION
MEMORANDUM OF UNDERSTANDING
MEMORANDUM OF UNDERSTANDING
RELATING TO THE
COMPREHENSIVE, CONTINUING, AND COOPERATIVE
TRANSPORTATION PLANNING AND PROGRAMMING PROCESS FOR
THE OLD COLONY METROPOLITAN PLANNING ORGANIZATION

By and Between the

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION,
OLD COLONY PLANNING COUNCIL,
BROCKTON AREA TRANSIT AUTHORITY,
THE MAYOR OF BROCKTON,
THE CHIEF ELECTED OFFICIAL OF PLYMOUTH, AND
THE CHIEF ELECTED OFFICIAL FROM TWO (2) COMMUNITIES, OTHER THAN
BROCKTON OR PLYMOUTH, DUALLY ELECTED BY THE OLD COLONY PLANNING
COUNCIL, TO REPRESENT LOCALLY ELECTED COMMUNITIES, AS PRESCRIBED
UNDER THE PROVISIONS OF THIS MOU DOCUMENT

MARCH 2011

1. INTRODUCTION

WHEREAS, the Massachusetts Department of Transportation (MassDOT) formerly the
Executive Office of Transportation and Construction (EOT), has the statutory responsibility,
under Chapter 25 of the Acts of 2009, An Act Modernizing the Transportation Systems of the
Commonwealth, to conduct comprehensive planning for and to coordinate the activities and
programs of the state transportation agencies; and,

WHEREAS, the Massachusetts Department of Transportation-Highway Division (MassDOT-
Highway Division) formerly the Massachusetts Highway Department, has the statutory
Systems of the Commonwealth for the construction, maintenance and operation of state roads
and bridges and serves as the principal source of transportation planning in the Commonwealth
and is responsible for the continual preparation of comprehensive and coordinated transportation
plans and programs; and,

BE IT RESOLVED that existing references in the Memorandum of Understanding authorizing
activities of the Old Colony Metropolitan Planning Organization to the Executive Office of
Transportation be assumed to refer instead to the Office of Planning and Programming of the
Massachusetts Department of Transportation; and

BE IT FURTHER RESOLVED existing references in the Memorandum of Understanding
authorizing activities of the Old Colony Metropolitan Planning Organization to the
Massachusetts Highway Department be assumed to refer instead to the Highway Division of the
Massachusetts Department of Transportation.

WHEREAS, the Old Colony Planning Council, hereinafter called OCPC is recognized by the
MPO as the officially designated regional planning agency for the Old Colony Region and has
the statutory responsibility for comprehensive planning, including transportation planning, as provided under the provisions of Chapter 40B of the Massachusetts General Laws and, in addition, is comprised of the chief executive or designee of each of its 15 member local governments; and,

WHEREAS, the Brockton Area Transit Authority, hereinafter called BAT, under the provisions of Chapter 161B of the General Laws, has the statutory responsibility for providing mass transportation by other operators in the area of constituting the authority, to provide mass transportation service under contract in areas outside the authority, and to prepare a program for public mass transportation which includes long and short range planning elements together with implementation schedules for mass transportation improvements; and,

WHEREAS, an organization named the Joint Transportation Committee (JTC) was created by OCPC, under the direction of the Old Colony MPO, to advise the MPO members on policy matters concerning transportation plans and programs, and to provide maximum public participation in the transportation planning and programming process; and,

WHEREAS, the EOTC, the Massachusetts Department of Public Works (now the Massachusetts Highway Department) and the OCPC on June 1, 1972 signed a Memorandum of Understanding agreeing to work together in undertaking the comprehensive, continuing, and cooperative transportation planning process (3C process), required by the United States Department of Transportation under the provisions of Section 134 of Title XXIII of the United States Code, as amended, and those of Section 4 (a) of the Urban Mass Transportation Act of 1964, as amended, and creating the Joint Transportation Committee; and,

WHEREAS, the Governor of the Commonwealth, in response to the provisions of the Intermodal Surface Transportation Efficiency Act of 1991 (CFR 23 Part 450 and 49 CFR Part 613) as amended, as well as the successor Transportation Equity Act for the 21st Century (TEA-21) signed into law as PL 105-178 on June 8, 1998, and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) signed into law as PL 109-59 on August 10, 2005, and rules and regulations related thereeto, and in view of the responsibility for the transportation planning and programming process of the four parties to this agreement, hereinafter referred to as the MPO, previously designated representative from these parties to be the Metropolitan Planning Organization (MPO) for the Old Colony Region; and,

WHEREAS, Section 450.108 of Title 23 of the Code of Federal Regulations provides that, to the extent possible, there be one agreement containing the understandings required by this section with respect to cooperatively carrying out transportation planning and programming among the MPO, State, publicly owned operators of mass transportation services; and,

WHEREAS, the members of the Old Colony MPO recognize that transportation planning and programming must be conducted as an integral part of, and consistent with, the comprehensive planning and development process, and that the process must involve the fullest possible participation by state agencies, local governments, private institutions and other appropriate groups; and,

WHEREAS, in 2002 there was a shared interest and desire on the part of the four signatories to this MOU to expand the membership of the Old Colony MPO to eight (8) signatories in order to
enhance the participation and perspective of the variety of local governments comprising the Old Colony Region

NOW, THEREFORE, the Signatories hereto jointly agree as follows:

2. COMPOSITION OF THE OLD COLONY MPO

The voting members of the Old Colony Metropolitan Planning Organization shall, upon execution of this MOU document, consist of the following officials or their designees:

- The Secretary of the Massachusetts Department of Transportation
- The Administrator of the Massachusetts Department of Transportation Highway Division
- The President of the Old Colony Planning Council
- The Administrator of the Brockton Area Transit Authority
- The Mayor of the City of Brockton
- The Chief Elected Official of Plymouth
- The Chief Elected Official from two (2) communities, other than Brockton or Plymouth, duly elected by the Old Colony Planning Council, to represent locally elected communities, as prescribed under the provisions of this MOU document.

The Old Colony Planning Council at a full Council meeting shall elect via a simple majority vote, the above-cited locally elected community officials to the Old Colony MPO. The electoral process shall be the sole responsibility of the OCPC with full consideration to nominations recommended by the Old Colony Joint Transportation Committee (JTC). This process shall be approved by the Old Colony MPO and periodically reviewed. The term of office shall be two years. The OCPC and the JTC shall make every effort to provide for region-wide geographic balance of the communities represented on the Old Colony MPO.

In addition, the Joint Transportation Committee (JTC) Chairperson, and one representative each from both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) shall be considered ex-officio, non-voting members of the Old Colony MPO. Designees or alternates are limited to the persons who are directly responsible and accountable to the official Old Colony MPO member that they are representing.

3. FUNCTIONS OF THE OLD COLONY MPO

A. The Old Colony MPO shall develop, review, and endorse annually a Unified Planning Work Program (UPWP); and a Transportation Improvement Program (TIP). Additionally, the Old Colony MPO shall develop, review, and endorse at least every four years a Regional Transportation Plan, with a 20-year horizon; as well as such transportation plans and programs as may from time to time be required by federal and state laws and regulations.
B. The Old Colony MPO shall be the forum for cooperative decision-making by principal elected officials of general-purpose local governments in the Old Colony Region.

C. In the resolution of basic regional transportation policy, the Old Colony MPO shall seek and consider the advice of all interested parties and the JTC. The Old Colony Planning Council Transportation Staff shall provide the JTC with information and analysis in the form of reports, briefings, and discussions concerning their plans, programs, and priorities so that the JTC can carry out its functions in a timely fashion.

D. The Old Colony MPO may appoint the committees it determines necessary to accomplish its business. Committees shall consist of Old Colony MPO members, their designees, the JTC, and transportation providers as appropriate. The Old Colony MPO shall assign duties to the committees.

4. OPERATION OF THE OLD COLONY MPO

A. The Old Colony MPO shall meet in the Region at least once per year or more often as deemed necessary.

B. The Secretary of MassDOT or Designee shall chair the Old Colony MPO. In the absence of the Chairman, the Vice-Chairman shall chair the meeting. A Vice-Chairman of the Old Colony MPO shall be elected for a term of two years and shall be elected from among the non-state permanent members of the Old Colony MPO (City of Brockton, Town of Plymouth, Brockton Area Transit Authority, and Old Colony Planning Council). The Old Colony MPO may elect other officers as deemed necessary.

C. A quorum of the Old Colony MPO shall consist of five (5) voting members. Lack of a quorum shall not prevent an officially called meeting from coming to order, discussing agenda items, and, if agreed to by a majority of voting members in attendance, continuing later. Votes of the Old Colony MPO, including those on all regional certification documents (i.e. the Transportation Improvement Program (TIP), the Regional Transportation Plan (RTP), the Unified Planning Work Program (UPWP), Air Quality Conformity Determinations, compliance with the Americans with Disabilities Act (ADA), shall be by simple majority vote, provided that a quorum is present, and that the affected implementation agency (MassDOT – Highway Division for highway and bridge projects, BAT for regional transit projects, and MassDOT for commuter rail projects) is included in the affirmative vote.

5. RESPONSIBILITIES OF EACH SIGNATORY

A. The MassDOT will be responsible for the organizing and conducting Old Colony MPO meetings, including keeping records, reporting major statewide and inter-
regional policies, and issues as they develop and generally provide leadership for Old Colony MPO. The MassDOT will be responsible for making appropriate FTA transit planning funds available to the OCPC by contract to assist in the implementation of the required planning work program as defined in the approved UPWP.

B. The MassDOT, through the Office of Transportation Planning, will be responsible for making appropriate planning funds available to the OCPC by contract to assist in the implementation of the required planning work program as defined in the approved UPWP. The Office of Transportation Planning will also provide the necessary data, technical support, and staff support required to assist in fulfilling the transportation planning needs of the Old Colony Region and Commonwealth of Massachusetts.

C. The OCPC shall be responsible for comprehensive regional planning and shall be the transportation planning agency for the Old Colony MPO and Old Colony Region. The OCPC shall maintain qualified transportation planning staff, subject to the availability of federal and state funds, and be responsible for the operation and maintenance of the 3C transportation planning process, and shall conduct transportation planning on behalf of the Old Colony MPO, and shall be principally responsible for the support and operation of the Joint Transportation Committee and Old Colony MPO.

D. The BAT, in addition to its statutory responsibility of providing mass transportation will assist in obtaining and ensuring input and participation in multimodal transportation planning from local elected officials and the public. The BAT will actively participate in the 3C transportation planning and programming process and will represent the region’s concern for public transportation needs and solutions to transportation problems and needs.

E. The local representatives (Brockton, Plymouth, and the locally elected communities) to the Old Colony MPO shall be responsible for articulating a local government perspective of regional transportation problems and the needs for the community or agency for which they represent on the Old Colony MPO.

6. THE OBJECTIVES OF THE 3C PROCESS

A. The 3C process is a comprehensive continuing, cooperative transportation planning, and programming process resulting in plans and programs consistent with the comprehensive planning objectives of the Old Colony Region.

B. The 3C process is comprehensive, including the effective integration of the various stages and levels of transportation planning and programming for the entire Old Colony Region and examining all modes to assure a balanced planning and programming effort. There is a simultaneous analysis of various related non-transportation elements, such as land use, economics, environmental resources, and
population, to assure consistency within a total comprehensive planning and programming process.

C. The 3C process is continuing, affirming the necessity to plan for the short and long range, emphasizing the iterative character of the progression from systems planning to project planning and programming and implementation and the necessity for re-evaluating data and plans.

D. The 3C process is cooperative, requiring effective coordination among public officials at all levels of government, and inviting the wide participation of all parties, public or private, at all stages of the transportation planning process. A key objective of the process is to resolve transportation issues by providing a forum for the resolution of issues. At the same time, the process is not intended to operate, and cannot operate, to dilute the ultimate authority or responsibility of those state, regional or local public officials or agencies who, pursuant to statute or under contract, develop, review and/or implement transportation plans, programs and projects.

E. The 3C process is intermodal and is intended to help provide the Region with the ability to maintain, manage, and operate a multimodal transportation system that provides a high level of mobility and safety for people and freight consistent with fiscal and environmental resources.

7. FUNCTIONS OF THE JOINT TRANSPORTATION COMMITTEE

In order to accomplish the objectives of the 3C process; the MPO has established a special committee known as the Joint Transportation Committee to serve as the Transportation Policy Advisory Group for the Old Colony Region, in accordance with earlier agreements. The functions of the Joint Transportation Committee are:

A. To advise the Old Colony MPO on matters of policy affecting the conduct of the 3C transportation planning and programming process for the Region.

B. To advise the Old Colony MPO on such regional transportation documents as may from time to time be required by state or federal laws and regulations.

C. To provide maximum participation in the transportation planning and programming process by providing a forum to bring the Old Colony MPO together with other public agencies, elected and appointed officials of cities and towns, and citizens concerned with the transportation planning and programming process; thereby facilitating, wherever possible, the consistency of transportation plans and programs for the Old Colony Region with the policies, priorities, and plans of affected state and regional agencies, local communities, private groups and individuals within the Old Colony Region. The Old Colony MPO shall annually determine the membership on the Joint Transportation Committee in a manner that will provide for a widely representative viewpoint and ensure a balanced consideration of transportation issues. Consistent with the provisions of this Memorandum of Understanding the Joint
Transportation Committee shall adopt by-laws and other procedures as may be necessary to govern its operation.

8. STAFF AND FINANCIAL RESOURCES FOR PLANNING

Old Colony Planning Council shall be the principal provider of transportation planning services to the Old Colony MPO. From time to time, other parties may provide additional resources through the state planning program and other resources. All transportation planning work undertaken by the OCPC staff shall be in an approved UPWP.

9. EFFECT AND REVIEW OF THE MEMORANDUM

This Memorandum grows out of and supersedes the Memorandum of December 19, 2002, and shall become effective upon the date of the signatures of the Secretary of MassDOT, the President of OCPC, the Administrator of BAT, the Mayor of Brockton, the Chief Elected Official of Plymouth, and the Chief Elected Officials from Two (2) Communities, other than Brockton or Plymouth, duly elected by the Old Colony Planning Council. The Signatories shall review the contents of this Memorandum at least every three years at a minimum, and make appropriate changes as may be mutually agreeable, and record the results of the review in the minutes of the meeting at which the review is conducted.

10. CONCERNING MUNICIPAL RECOGNITION OF THIS AGREEMENT

The undersigned acknowledge that the OCPC and the Old Colony MPO must maintain continuing recognition from the Old Colony region’s communities for the purposes, objectives, and functions of the transportation and programming process, and the mechanisms required implementing this agreement. To help achieve these continuing recognitions, the MOU shall be reviewed and reaffirmed at least every three years by the members of the Old Colony MPO, with the advice of the JTC. During each review, the document shall be circulated between the mayor(s), and boards of selectmen of the Old Colony region for their review and comment.

11. EXECUTION

The undersigned recognize the complexity of the transportation planning and programming process and will endeavor to ensure that all personnel involved in their jurisdiction will cooperate fully in carrying out the intent and provisions of this Memorandum of Understanding, and any amendments or additions agreed to by the signatories, such to be in the form of Old Colony MPO approved attachments.
Signatory Certification:

Jeffery B. Mullan, Secretary and CEO
Massachusetts Department of Transportation

Reinald Ledoux, Jr., Administrator
Brockton Area Transit

Robert B. Moran, President
Old Colony Planning Council

Mayor Linda Balzotti
City of Brockton

William Hallisey, Jr.
Chairman, Board of Selectmen, Plymouth

Eldon Moreira
Chairman, Board of Selectmen, West Bridgewater

Daniel Salvucci
Vice Chairman, Board of Selectmen, Whitman
THE COMMONWEALTH of MASSACHUSETTS

METROPOLITAN PLANNING ORGANIZATION
MEMORANDUM of UNDERSTANDING

by and between

BOSTON METROPOLITAN PLANNING ORGANIZATION,
MERRIMACK VALLEY METROPOLITAN PLANNING ORGANIZATION,
NORTHERN MIDDLESEX METROPOLITAN PLANNING ORGANIZATION,
OLD COLONY METROPOLITAN PLANNING ORGANIZATION,
SOUTHEASTERN MASSACHUSETTS METROPOLITAN PLANNING ORGANIZATION,

concerning

THE EFFECT of the URBANIZED AREA DESIGNATIONS of the 2000 CENSUS
on CERTIFICATION REQUIREMENTS
in METROPOLITAN PLANNING ORGANIZATIONS

WHEREAS, the United States Bureau of the Census has designated urbanized areas in accordance with
the 2000 Census; and

WHEREAS, the Boston Urbanized Area has been expanded as a result of the 2000 Census, and now
incorporates portions of contiguous existing Metropolitan Planning Organizations; and

WHEREAS, the Metropolitan Planning Organizations conduct a continuing, comprehensive and
cooperative transportation planning process as provided for by the Transportation Equity Act for the 21st
Century, Section 3004 and Section 1203; and

WHEREAS, the Governor of the Commonwealth, in response to the provisions of Title 23 CFR and
Title 49 CFR federal planning regulations, has designated the parties to this agreement to be the
Metropolitan Planning Organizations for the regions within the Boston Urbanized Area; and

WHEREAS, the Regional Planning Agencies are recognized by the Metropolitan Planning
Organizations (MPO) as having statutory responsibility for comprehensive planning including
transportation planning, as provided for under Massachusetts General Laws and, in the Boston region,
the Central Transportation Planning Staff provides primary staff support to the Boston Metropolitan
Planning Organization; and

WHEREAS, the current regional planning area boundaries will be maintained, and the Metropolitan
Planning Organizations will continue transportation planning activities within these boundaries; and
WHEREAS, the five Metropolitan Planning Organizations in the Boston Urbanized Area will undertake continuing transportation planning activities to promote coordinated and comprehensive transportation plans and programs and will strive for consistency in plans and policies for the transportation system in the Boston Urbanized Area; and

NOW THEREFORE, this Memorandum of Understanding reflects the intent of the affected Massachusetts Metropolitan Planning Organizations within the Boston urbanized area to coordinate transportation planning by and between each of the signatory MPOs and the Boston MPO as follows:

1. Membership by each signatory MPO to a contiguous signatory MPO regional transportation advisory committee

2. Provision of draft certification documents and other relevant planning documents

3. Notification of meetings and other relevant activities identified in their respective Public Participation Programs

4. Invitation to attend Metropolitan Planning Organization meetings

5. Modification of respective MPO Memoranda of Understanding to include a representative of the adjoining Metropolitan Planning Organization to participate as an ex-officio, non-voting member

Signed:

[Signature]

Dennis DiZoglio, Chairman
Boston Metropolitan Planning Organization
Transportation Planning & Programming Committee
Old Colony
Metropolitan Planning Organization

CERTIFICATION OF THE
MEMORANDUM OF UNDERSTANDING

This is to certify that the signatories of the Old Colony Metropolitan Planning Organization (OCMPO), at its MPO meeting on September 9, 2003, hereby approves and endorses the Memorandum of Understanding concerning the effect of the Urbanized Area Designations of the 2000 Census on Certification Requirements in MPOs.

Signatory Certification:

Daniel A. Grabauskas, Secretary
Executive Office of Transportation & Construction

John Cogliano, Commissioner
Massachusetts Highway Department

John T. Yunits, Jr., Chair
Brockton Area Transit Authority

David A. Johnson, President
Old Colony Planning Council

Date
MERRIMACK VALLEY METROPOLITAN PLANNING ORGANIZATION ENDORSEMENT

METROPOLITAN PLANNING ORGANIZATION MEMORANDUM OF UNDERSTANDING

We, the undersigned Council of Signatories for the Merrimack Valley Metropolitan Planning Organization hereby endorse the attached Metropolitan Planning Organization Memorandum of Understanding by and between the Boston, Merrimack Valley, Middlesex, Old Colony and Southeastern Massachusetts Metropolitan Planning Organizations concerning the effect of the urbanized area designation of the 2000 Census Certification requirements in Metropolitan Planning Organizations.

Thomas Cahill
Assistant Secretary – EOTC

Ted Van Nahl
Chairman – MVRTA Advisory Board

John J. Guerin
Mayor of Haverhill

Stephen Colyer
Chairman – MVPC

John Cogliano
Commissioner – MHD

Michael J. Sullivan
Mayor of Lawrence

Greg Labrecque
Town of Groveland

Bruce Saunders
Newbury Selectmen

Alan Lavender
City of Newburyport

William Himureck
Town of North Andover

Date: September 4, 2003
ENDORSEMENT OF THE METROPOLITAN PLANNING ORGANIZATION
MEMORANDUM OF UNDERSTANDING CONCERNING THE EFFECT OF THE URBANIZED AREA
DESIGNATIONS OF THE 2000 CENSUS ON CERTIFICATION REQUIREMENTS

This document will certify that the Northern Middlesex Metropolitan Planning Organization, at its meeting of September 4, 2003, hereby approves the endorsement of the Metropolitan Planning Organization Memorandum of Understanding Concerning the Effect of the Urbanized Area Designations of the 2000 Census on Certification Requirements. The MOU is being endorsed in accordance with the 3C Transportation Planning Process.

Daniel A. Grabauskas, Secretary
Executive Office of Transportation and Construction

Ellen Rawlings, Chairman
Town of Billerica

John Cogliano, Commissioner
Massachusetts Highway Department

Daniel Tenczar, City Councillor
City of Lowell

Jimmy E. Good, Chairman
Lowell Regional Transit Authority

Thomas Moran, Selectman
Town of Chelmsford

Arthur Doyle
Billerica Representative
Lowell Regional Transit Authority

Date 9/4/03

Date 9/4/03

Date 9/4/03

Date 9/4/03
SMMPo CERTIFICATION OF THE
MEMORANDUM OF UNDERSTANDING

The Southeastern Massachusetts Metropolitan Planning Organization (SMMPo) hereby certifies that it
endorse the Memorandum of Understanding concerning the effect of the Urbanized Area Designations
of the 2000 Census on Certification Requirements in MPOs.

Daniel A. Grabauskas, Secretary
Executive Office of Transportation and Construction

John Cogliano, Commissioner
Massachusetts Highway Department

Edward M. Lambert, Jr.
Mayor of the City of Fall River

Thaddeus M. Strojny
Mayor of the City of Taunton

Robert Carney
Selectman from the Town of Dartmouth

Robert Kimball, Jr.
Selectman from the Town of Norton

Louis D. Pettie, Administrator
Southeastern Regional Transit Authority

Lori-Ann Miller, Chairman
Southeastern Regional Planning and
Economic Development District

Frederick M. Kalisz, Jr.
Mayor of the City of New Bedford

Judith H. Robbins
Mayor of the City of Attleboro

Cynthia Chamberlain
Selectman from the Town of Wareham

Michael W. McCus
Selectman from the Town of Mansfield

Francis J. Gay, Administrator
Greater Attleboro-Taunton Regional
Transit Authority

The Signatories of the SMMPo (or their designees) took this action at a public meeting of the MPO on September 3,
2003.
The Commonwealth of Massachusetts
Executive Office of Transportation and Construction
Ten Park Plaza, Boston, M.A 02116.3969
Office of the Secretary

February 4, 2004

Mitt Romney
Governor

Kerry Healey
Lieutenant Governor

Daniel A. Grabauskas
Secretary of Transportation

Richard Doyle
Regional Administrator
Federal Transit Administration
55 Broadway – 9th floor
Cambridge, Massachusetts 02142

Dear Mr. Doyle:

As Secretary of Transportation and Chairman of the Commonwealth’s Metropolitan Planning Organizations, I am pleased to transmit the signed of Memorandum of Understanding (MOU) specifying coordination activities for the following MPOs:

- Boston Region
- Merrimack Valley
- Northern Middlesex
- Old Colony
- Southeast Massachusetts

As you know, with the expansion of urbanized areas resulting from the 2000 U.S. Census, five of our Metropolitan Planning Organizations share some or all of the Boston urbanized area. This has resulted in a new era of cooperation and coordination of transportation planning. In this regard and in conformance with federal regulations, the MOU establishes procedures to assure that planning activities are coordinated among these MPOs.

In closing, I would like to acknowledge the assistance provided by your staff on this issue. In particular, Andy Motter was quite helpful in facilitating this process.

If you have any questions, please call me or Kenneth S. Miller, P.E., Director of the Bureau of Transportation planning and Development at (617) 973-8064.

Sincerely,

Daniel A. Grabauskas
Secretary of Transportation

Telephone (617) 973-7000 TDD (617) 973-7306 Telefax (617) 523-6454
cc: Astrid Glynn, Deputy Secretary
    Thomas Cahir, Assistant Secretary
    John Cogliano, Commissioner
    Luisa Paiewonsky, Deputy Commissioner
    Kenneth S. Miller, P.E., Director, BTPD
    David Mohler, Deputy Director
    David M. Luce, Manager, MPO Activities
    MPO Liaison
    Dennis DiZoglio, Chair, Boston MPO TPPC
    Edward Silva, FHWA
    Andrew Motter, FTA
APPENDIX C
GLOSSARY OF TERMS
TRANSPORTATION GLOSSARY

Term | Definition
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2.2 | Average number of trips per week (per household) to grocery stores.

Average square footage of a grocery store in the United States.

$535.4 Billion | Annual grocery sales in the United States (2002).

Includes creating a flexible, realistic vision and focusing on its implementation; focusing public/private partnerships to develop strategies and implement change; planning and preparing for change; developing the public management skills needed for change; changing the behavior of public managers, both individual and collective; and, acting as a leading force in advancing public transportation; APTA's efforts to foster the development of public transportation systems, including planning, engineering, and management.

An urbanized area formula program and provides operating assistance and capital assistance for Brockton Area Transit Authority (BAT).

Capital assistance may be used for, but not limited to the purchase of supplies, vans, and underground storage tanks.

A capital program and provides capital assistance for Brockton Area Transit Authority (BAT).

The Elderly and Persons with Disabilities Program and provides capital assistance to private non-profit service carriers.

Program provides funding for public transportation in non-urbanized areas.

The Energy Policy Act of 1992 defines alternative fuels as methanol, denatured ethanol, and other alcohols that do not substitute for, or contain more than 70 percent by volume of, fuel as determined by the Secretary of Energy by rule to provide for requirements relating to cold start, safety, and vehicle function.

Includes compressed natural gas, liquid petroleum gas, hydrogen, coal-derived liquid fuels, fuels other than alcohols and other natural and renewable energy sources, as well as fuel efficiency and environmental benefits.

The American Planning Association's professional institute that provides recognized leadership nationwide in the certification of professional planners, ethics, professional development, planning education, and the standards of planning practice.

The American Public Transportation Association (APTA) - An association representing highway and transportation officials (AASHTO), a nonprofit, nonpartisan association representing highway and transportation departments in the 50 states, the District of Columbia and Puerto Rico.

The American Public Transportation Association (APTA) - Acting as a leading force in advancing public transportation; APTA's efforts to foster the development of public transportation systems, including planning, engineering, and management.

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<tr>
<td>Amtrak</td>
<td>Operated by the National Railroad Passenger Corporation, this rail system was created by the Rail Passenger Service Act of 1970 (Public Law 91-518, 84 Stat. 1327) and given the responsibility for the operation of intercity, as distinct from suburban, passenger trains between points designated by the Secretary of Transportation.</td>
</tr>
<tr>
<td>Annual Funding Agreement</td>
<td>A negotiated annual written funding agreement between a Self-Governance Indian Tribal Government (ITG) and the Secretary of the Interior, authorizing the ITG to plan, conduct, consolidate, and administer programs, services, functions, and activities as permitted under Public Law 94-409 (25 U.S.C. 447e note). An annual funding agreement is not a contract, a grant, or a loan. It is a form of funding under which program decisions and fund disbursements are subject to Federal law and regulations.</td>
</tr>
<tr>
<td>Authorization Act</td>
<td>The basic substantive legislation that establishes or continues Federal programs or agencies and establishes an upper limit on the amount of funds for the program(s). The current authorization act for surface transportation programs is the Transportation Equity Act for the 21st Century (TEA-21).</td>
</tr>
<tr>
<td>Authority</td>
<td>Authority provided by law to enter into financial obligations that will result in immediate or future outlays of Federal government funds. Budget authority includes the credit authority to enter into financial obligations that will result in future outlays of Federal government funds. Budget authority includes the credit authority to enter into financial obligations that will result in future outlays of Federal government funds.</td>
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### Transportation Glossary

<table>
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<tbody>
<tr>
<td>Asphalt</td>
<td>A dark brown to black cement-like material containing bitumen as the predominant constituent. The definition includes crude asphalt and finished products such as cements, fluxes, the asphalt content of emulsions, and petroleum distillates blended with asphalt to make cutback asphalt. Asphalt is obtained by petroleum processing.</td>
</tr>
<tr>
<td>Audit</td>
<td>Periodic investigation of financial statements and their relationships to planned or permitted expenditures.</td>
</tr>
<tr>
<td>Blind Spot</td>
<td>An area from which radio transmissions and/or radar echoes cannot be received. The term is also used to describe portions of the airport not visible from the control tower.</td>
</tr>
<tr>
<td>Brake</td>
<td>An energy conversion mechanism used to stop, or hold a vehicle stationary.</td>
</tr>
<tr>
<td>Budget Authority</td>
<td>Authority provided by law to enter into financial obligations that will result in immediate or future outlays of Federal government funds. Budget authority includes the credit authority to enter into financial obligations that will result in immediate or future outlays of Federal government funds. Budget authority includes the credit authority to enter into financial obligations that will result in immediate or future outlays of Federal government funds.</td>
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**Legend:**

- **Arms:** Terms used to describe the transportation system and its components.
- **Audit:** Terms used to describe the process of auditing finances and expenditures.
- **Budget Authority:** Terms used to describe the authority to enter into financial obligations.
- **Brake:** Terms used to describe mechanisms for stopping or holding vehicles.
- **Budget Authority:** Terms used to describe the authority to enter into financial obligations.

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**Note:** This table is a continuation from the previous page. The full document can be found in the attached PDF.
<table>
<thead>
<tr>
<th>Term</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Bureau Of Labor Statistics (BLS)</td>
<td>The Bureau of Labor Statistics (BLS) is the principal fact-finding agency for the Federal Government in the broad field of labor economics and statistics. The BLS is an independent national statistical agency that collects, processes, analyzes, and disseminates essential statistical data to the American public, the U.S. Congress, other Federal agencies, State and local governments, business, and labor. The BLS also serves as a statistical resource to the Department of Labor. BLS data must satisfy a number of criteria, including relevance to current social and economic issues, timeliness in reflecting today's rapidly changing economic conditions, accuracy and consistently high statistical quality, and impartiality in both subject matter and presentation.</td>
</tr>
<tr>
<td>Bureau of Transportation Statistics (BTS)</td>
<td>The Bureau was organized pursuant to section 6006 of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 (49 U.S.C. 111), and was formally established by the Secretary of Transportation on December 16, 1992. BTS has an intermodal transportation focus whose missions are to compile, analyze and make accessible information on the Nation's transportation systems; to collect information on intermodal transportation and other areas; and to enhance the quality and effectiveness of DOT's statistical programs through research, the development of guidelines, and the promotion of improvements in data acquisition and use. The programs of BTS are organized in six functional areas and are mandated by ISTEA to 1) Compile, analyze, and publish statistics 2) Develop a long-term data collection program 3) Develop guidelines to improve the credibility and effectiveness of the Department's statistics 4) Represent transportation interests in the statistical community 5) Make statistics accessible and understandable and 6) Identify data needs.</td>
</tr>
<tr>
<td>Bus</td>
<td>Rubber-tired vehicles operating on fixed routes and schedules on roadways. Buses are powered by diesel, gasoline, battery or alternative fuel engines contained within the vehicle; Large motor vehicles used to carry more than 10 passengers, including school buses, intercity buses, and transit buses; and, Workhorse of the public transit system. They are the dominant transit mode in the US (account for 2/3 of all transit trips).</td>
</tr>
<tr>
<td>Bus Lane</td>
<td>1) A street or highway lane intended primarily for buses, either all day or during specified periods, but sometimes also used by carpools meeting requirements set out in traffic laws. 2) A lane reserved for bus use only. Sometimes also known as a &quot;diamond lane.&quot;</td>
</tr>
<tr>
<td>Busways</td>
<td>A two-lane facility (one lane per direction) on exclusive right-of-way dedicated for buses only. Grade separation at high volume cross streets and gate crossing arms at low volume crossings are assumed.</td>
</tr>
<tr>
<td>Capacity</td>
<td>A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period.</td>
</tr>
<tr>
<td>Capital Program Funds</td>
<td>Financial assistance from the Capital Program of 49 U.S.C. This program enables the Secretary of Transportation to make discretionary capital grants and loans to finance public transportation projects divided among fixed guideway (rail) modernization; construction of new fixed guideway systems and extensions to fixed guideway systems; and replacement, rehabilitation, and purchase of buses and rented equipment; and construction of bus-related facilities.</td>
</tr>
<tr>
<td>Carbon Dioxide (CO2)</td>
<td>1) A fluid consisting of more than 90 percent carbon dioxide molecules compressed to a supercritical state. (49CFR195) 2) A colorless, odorless gas. It is not a liquid under standard temperature and pressure.</td>
</tr>
<tr>
<td>Carbon Monoxide (CO)</td>
<td>A colorless, tasteless gas produced primarily by the combustion of organic fuels in transportation and industrial activities. Overly high levels of CO reduce oxygen in the bloodstream, preventing normal respiration. CO emissions are regulated by the Clean Air Act Amendments of 1990.</td>
</tr>
<tr>
<td>Carpool</td>
<td>An arrangement where two or more people share the use and cost of privately owned automobiles in traveling to and from pre-arranged destinations together.</td>
</tr>
<tr>
<td>Census</td>
<td>The complete enumeration of a population or groups at a point in time with respect to well-defined characteristics for example, population, production, traffic on particular roads. In some connection the term is associated with the data collected rather than the extent of the collection so that the term sample census has a distinct meaning. The partial enumeration resulting from a failure to cover the whole population, as distinct from a designed sample enquiry, may be referred to as an &quot;incomplete census.&quot;</td>
</tr>
<tr>
<td>Chapter 40B</td>
<td>The Commonwealth's &quot;anti-snob&quot; zoning law which lets developments of a greater density than a town's zoning law allows to be built if the community has not met the mandated minimum of 10% affordable housing. Any Chapter 40B project has to sell or lease at least 25% of its units as affordable housing.</td>
</tr>
<tr>
<td>Charter Bus</td>
<td>A bus transporting a group of persons who pursuant to a common purpose, and under a single contract at a fixed price, have acquired the exclusive use of a bus to travel together under an itinerary.</td>
</tr>
<tr>
<td>Clean Air Act Amendments of 1990 (CAA)</td>
<td>Federal legislation that establishes allowable levels for various air pollutants. Where these standards are not attained, officials must take specified actions within a set time frame or face sanctions, such as loss of federal highway funds. The original Clean Air Act was passed in 1963, but the national air pollution control program is actually based on the 1970 version of the law. The 1990 Clean Air Act Amendments are the most far-reaching revisions of the 1970 law. The 1990 Clean Air Act is the most recent version of the 1970 version of the law. The 1990 amendments made major changes in the Clean Air Act.</td>
</tr>
<tr>
<td>Code of Federal Regulations (CFR)</td>
<td>A compilation of the general and permanent rules of the executive departments and agencies of the Federal Government as published in the Federal Register. The code is divided into 50 titles that represent broad areas subject to Federal regulation.</td>
</tr>
<tr>
<td>Collector (Highway)</td>
<td>In rural areas, routes that serve intracounty rather than statewide travel. In urban areas, streets that provide direct access to neighborhoods and arterials.</td>
</tr>
<tr>
<td>Combination Truck</td>
<td>A power unit (truck tractor) and one or more trailing units (a semi trailer or trailer).</td>
</tr>
<tr>
<td>Commercial Bus</td>
<td>Any bus used to carry passengers at rates specified in tariff; charges may be computed per passenger (as in regular route service) or per vehicle (as in charter service).</td>
</tr>
<tr>
<td>Commuter</td>
<td>A person who travels regularly between home and work or school.</td>
</tr>
</tbody>
</table>
| Commuter Lane                                     | Another name for "High-Occupancy Vehicle Lane."
<table>
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<tr>
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<tbody>
<tr>
<td>Compressed Natural Gas (CNG)</td>
<td>Natural gas compressed to a volume and density that is practical as a portable fuel supply. It is used as a fuel for natural gas-powered vehicles.</td>
</tr>
<tr>
<td>Conformity</td>
<td>A method for evaluating the level of congestion on the region's transportation system, and for identifying strategies which will reduce the congestion. Systematic process for the identification and enhancement of congestion mitigation.</td>
</tr>
<tr>
<td>Conformity (Environmental Protection Agency)</td>
<td>The requirement that state or metropolitan transportation plans, programs, and projects be consistent with the State Implementation Plan.   Conformity finding is required as part of the federal review of Transportation Plans and Transportation Improvement Programs. Process to assess the conformity of any transportation plan, program, or project with air quality standards.</td>
</tr>
<tr>
<td>Congestion Management System (CMS)</td>
<td>A method for evaluating the level of congestion on the region's transportation system, and for identifying strategies which will reduce the congestion. Systematic process for the identification and enhancement of congestion mitigation.</td>
</tr>
<tr>
<td>Congestion Mitigation &amp; Air Quality Improvement Program (CMAQ)</td>
<td>A categorical Federal-aid funding program created with the ISTEA. Directs funding to projects that contribute to meeting National air quality standards. CMAQ funds projects in Clean Air Act non-attainment areas for ozone and carbon monoxide. OCPC is located in the Boston non-attainment area for ozone.</td>
</tr>
<tr>
<td>Congestion Pricing</td>
<td>A broad term used to identify user fees that are charged to manage traffic and avoid congestion.</td>
</tr>
<tr>
<td>Constant Dollars</td>
<td>Dollar value adjusted for changes in the average price level by dividing a current dollar amount by a price index. See also Chained Dollar and Current Dollar.</td>
</tr>
<tr>
<td>Corporate Average Fuel Economy Standards (CAFE)</td>
<td>Originally established by Congress for new automobiles and later for light trucks. This law requires automobile manufacturers to produce vehicles that have a composite sales-weighted fuel economy not lower than the CAFE standards in a given year. For every vehicle that does not meet the standard, a fine is paid for every one-tenth of a mile per gallon that the vehicle falls below the standard.</td>
</tr>
<tr>
<td>Corridor</td>
<td>A broad geographical band that follows a general directional flow connecting major sources of trips that may contain a number of streets, highways, and transit route alignments.</td>
</tr>
<tr>
<td>Crash (Highway)</td>
<td>An event that produces injury and/or property damage, involves a motor vehicle in transport, and occurs on a roadway while the vehicle is still in motion after running off the roadway.</td>
</tr>
<tr>
<td>Demand Response</td>
<td>Any type of public transportation involving flexible and scheduled service that departs upon a persons request for a trip. There are three types of demand response service: subscription transit service, demand responsive service, and dial-a-ride.</td>
</tr>
<tr>
<td>Design Capacity</td>
<td>The number of vehicles that can pass a given point in an hour or a given period during good operating conditions. The Transportation Policy Plan specifies the number of vehicles per hour of traffic (signal or fixed time) that can be accommodated at a point without exceeding the design capacity.</td>
</tr>
<tr>
<td>Design Exception</td>
<td>An exception to normally required design criteria. Design exception a bridge in Chedabucto, or a roadway design exception in a roadway.  Design exception may be necessary due to unique conditions or other considerations.</td>
</tr>
<tr>
<td>Development &amp; Transaid</td>
<td>A demand-responsive service in which the vehicle is requested by telephone and vehicle routing is determined as requests are received. Origin-to-destination service with some intermediate stops offered. Dial-A-Ride is version of the taxi service using larger vehicles for short-to-medium distance trips in lower-density suburban areas.</td>
</tr>
<tr>
<td>Discretionary Funds</td>
<td>Federal funds that are distributed based up on agency action or congressional action, rather than upon an established formula.</td>
</tr>
<tr>
<td>Term</td>
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</tr>
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</tr>
<tr>
<td>Outlays</td>
<td>Controllable through the congressional appropriation process. Such outlays result from the provision of budgetary resources (including appropriations and obligation limitation authority) but excluding mandatory spending limitations that contain any part of a metropolitan planning area.</td>
</tr>
<tr>
<td>Discretionary Spending</td>
<td>Outlays controllable through the congressional appropriation process. Such outlays result from the provision of budgetary resources (including appropriations and obligation limitation authority) but excluding mandatory spending limitations that contain any part of a metropolitan planning area.</td>
</tr>
<tr>
<td>Driving Under the Influence (DUI)</td>
<td>The driving or operating of any vehicle or common carrier while drunk or under the influence of liquor or narcotics.</td>
</tr>
<tr>
<td>Emissions Budget</td>
<td>The part of the State Implementation Plan (SIP) that identifies the allowable emissions levels, mandated by the National Ambient Air Quality Standards (NAAQS), for certain pollutants emitted from mobile, stationary, and area sources. The emissions levels are used for meeting emission reduction milestones, attainment, or maintenance demonstrations.</td>
</tr>
<tr>
<td>Expressway</td>
<td>A controlled access, divided arterial highway for through traffic, the intersections of which are generally isolated from other roadways by one or more island medians. Most express routes provide travel times competitive with driving in an automobile.</td>
</tr>
<tr>
<td>Express Transit Service</td>
<td>Buses operate nonstop on highways or dedicated transitways for at least four miles and include peak-only and all-day express. Express routes provide travel times competitive with driving in an automobile.</td>
</tr>
<tr>
<td>Federal Register</td>
<td>Daily publication which provides a uniform system for making regulations and legal notices issued by the Executive Branch and various departments of the Federal government available to the public.</td>
</tr>
<tr>
<td>Federal Highway Administration (FHWA)</td>
<td>The branch of the U.S. Department of Transportation that administers the Federal-Aid Highway Program, providing financial assistance to states for the construction and improvement of the National Highway System.</td>
</tr>
<tr>
<td>Federal Railroad Administration (FRA)</td>
<td>A branch of the U.S. Department of Transportation that promotes and provides technical expertise in developing, implementing, and enforcing federal transportation safety policies and regulations, including regulations governing the safety of railroads and transit systems.</td>
</tr>
<tr>
<td>Environmental Impact Statement (EIS)</td>
<td>A synthesis of the information generated by an analysis in which judgments are made on the relative merits of alternative actions.</td>
</tr>
<tr>
<td>Environmental Protection Agency (EPA)</td>
<td>The federal agency that administers federal programs to improve air quality and protect the environment.</td>
</tr>
<tr>
<td>Environmental Justice (EJ)</td>
<td>A synthesis of the information generated by an analysis in which judgments are made on the relative merits of alternative actions.</td>
</tr>
<tr>
<td>Environmental Sensitive Area</td>
<td>An area of environmental significance that contains natural resources which, if degraded, may lead to significant adverse, social, economic, or ecological consequences.</td>
</tr>
<tr>
<td>Exhaust</td>
<td>A clear, colorless, flammable oxygenated hydrocarbon with a boiling point of 78.5 °C in the absence of water. It is used in the United States as a gasoline additive and oxygenate (10 percent concentration). Ethanol can be used in high concentrations in vehicles optimized for its use. Otherwise known as ethyl alcohol, alcohol, or grain-spirit.</td>
</tr>
<tr>
<td>Environmental Restoration</td>
<td>A synthesis of the information generated by an analysis in which judgments are made on the relative merits of alternative actions.</td>
</tr>
<tr>
<td>Evaluation of Alternatives</td>
<td>A synthesis of the information generated by an analysis in which judgments are made on the relative merits of alternative actions.</td>
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<td>Federal Transit Administration (FTA)</td>
<td>A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems. FTA provides leadership, technical assistance, and financial resources for safe, technologically advanced public transportation systems. FTA also provides leadership for the 53000+ local public transportation systems in the US through the Federal Transit Assistance Program (FTA) and grants.</td>
</tr>
<tr>
<td>Federal Highway Administration (FHWA)</td>
<td>The branch of the US Department of Transportation that develops and implements federal policy and programs related to the planning, development, and improvement of the US highway system, which includes rural roads and motorways, and the planning and development of public transportation systems in urban areas, including those in transit systems.</td>
</tr>
<tr>
<td>Federal Highway Program (FAHP)</td>
<td>An umbrella term for most of the Federal programs providing highway funds to the States. This is not a term defined in law. As used in this document, FAHP is comprised of: Federal Aid Highways, Federal Highway Administration (FHWA), Federal Aid Highway Program (FAHP), and Highway Safety Improvement Program (HSIP).</td>
</tr>
<tr>
<td>Federal Highway Administration (FHWA)</td>
<td>The branch of the US Department of Transportation that develops and implements federal policy and programs related to the planning, development, and improvement of the US highway system, which includes rural roads and motorways, and the planning and development of public transportation systems in urban areas, including those in transit systems.</td>
</tr>
<tr>
<td>Financial Analysis</td>
<td>Estimating costs, establishing a revenue baseline, comparing revenues with costs and evaluating new revenue sources.</td>
</tr>
<tr>
<td>Financial Capacity</td>
<td>The stability and reliability of revenue in meeting proposed costs.</td>
</tr>
<tr>
<td>Financial Planning</td>
<td>A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).</td>
</tr>
<tr>
<td>Fiscal Constraint</td>
<td>Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.</td>
</tr>
<tr>
<td>Fiscal Year (FY)</td>
<td>A period of time for which a budget is developed. Generally refers to the stability and reliability of revenue in meeting proposed costs. Fiscal years are typically designated by the calendar year in which they end.</td>
</tr>
<tr>
<td>Fixed Route Transit</td>
<td>A service that follows a specified route of travel with identified stops for passengers and an established schedule; regular-route transit.</td>
</tr>
<tr>
<td>Fixed Route Transit Facility Fund</td>
<td>A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).</td>
</tr>
<tr>
<td>Grants</td>
<td>A federal financial assistance award made in cash or in kind for a specified purpose. The federal government is not expected to have substantial involvement with the state or local government or other recipient while the contemplated activity is being performed. The term “grants-in-aid” is commonly restricted to grants to states and local governments.</td>
</tr>
<tr>
<td>Gross Vehicle Weight (GVW)</td>
<td>The maximum rated capacity of a vehicle, including the weight of the base vehicle, all added equipment, driver and passengers, and all cargo.</td>
</tr>
<tr>
<td>Gross Vehicle Weight Rating (Truck)</td>
<td>A measure of the vehicle's weight and its relation to the maximum weight of a vehicle. This is typically expressed as GVWR / GVW x 100.</td>
</tr>
<tr>
<td>Hazardous Material</td>
<td>Any toxic substance or explosive, corrosive, combustible, poisonous, or radioactive material that poses a risk to the public's health, safety, or property. Particularly when transported in commerce.</td>
</tr>
<tr>
<td>Highway Safety Management Program (HSMP)</td>
<td>A method for evaluating highway safety needs and making recommendations to address deficiencies.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
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</tr>
<tr>
<td>Highway Trust Fund (HTF)</td>
<td>An account established by law to hold Federal highway user taxes that are dedicated for highway and transit related purposes. The HTF has two accounts: the Highway Account, and the Mass Transit Account.</td>
</tr>
<tr>
<td>Highway-Rail Grade Crossing (Rail)</td>
<td>A location where one or more railroad tracks are crossed by a public highway, road, street, or a private roadway at grade, including sidewalks and pathways at or associated with the crossing.</td>
</tr>
<tr>
<td>Highway-User Tax</td>
<td>A charge levied on persons or organizations based on their use of public roads. Funds collected are usually applied toward highway construction, reconstruction, and maintenance.</td>
</tr>
<tr>
<td>Historic Preservation</td>
<td>Protection and treatment of the nation's significant historic buildings, landmarks, landscapes, battlefields, tribal communities, and archeological sites; prominent federally-owned buildings; and State and privately-owned properties. [National Park Service, Historic Preservation Services]</td>
</tr>
<tr>
<td>HOT Lane</td>
<td>High occupancy toll lanes are facilities that employ pricing and vehicle eligibility to maintain free flow conditions and provide high occupancy vehicle (HOV) preferences.</td>
</tr>
<tr>
<td>Hydrocarbons (HC)</td>
<td>Colorless gaseous compounds originating from evaporation and the incomplete combustion of fossil fuels.</td>
</tr>
<tr>
<td>Impact Fees</td>
<td>Charges to individuals or groups intended to supplement existing funding and to account for the increased use of public facilities or services.</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>1) In transit systems, all the fixed components of the transit system, such as rights-of-way, tracks, signal equipment, stations, park-and-ride lots, but stops, maintenance facilities. 2) In transportation planning, all the relevant elements of the environment in which a transportation system operates. 3) A term connoting the physical underpinnings of society at large, including, but not limited to, roads, bridges, transit, waste systems, public housing, sidewalks, utility installations, parks, public buildings, and communications networks.</td>
</tr>
<tr>
<td>Initial Construction Estimate</td>
<td>Mass Highway's internal estimate of the bid items in a construction contract. This value is determined from historical costs of similar projects.</td>
</tr>
<tr>
<td>Inspection and Maintenance (I/M)</td>
<td>An emissions testing and inspection program implemented by States in nonattainment areas to ensure that the catalytic or other emissions control devices on in-use vehicles are properly maintained.</td>
</tr>
<tr>
<td>Intelligent Transportation Systems (ITS)</td>
<td>The application of advanced electronics and communication technologies to enhance the capacity and efficiency of surface transportation systems, including traveler information, public transportation, and commercial vehicle operations.</td>
</tr>
<tr>
<td>Intercity Truck</td>
<td>A truck that carries freight beyond local areas and commercial zones.</td>
</tr>
<tr>
<td>Intermodal</td>
<td>The ability to connect, and the connections between, modes of transportation.</td>
</tr>
<tr>
<td>Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA)</td>
<td>Legislative initiative by the U.S. Congress that restructured funding for transportation programs. ISTEA authorized increased levels of highway and transportation funding from FY92-97 and increased the role of regional planning commissions/MPOs in funding decisions. The Act also required comprehensive regional and Statewide long-term transportation plans and places an increased emphasis on public participation and transportation alternatives.</td>
</tr>
<tr>
<td>Interstate Commerce</td>
<td>Trade, traffic, or transportation in the United States which is between a place in a State and a place outside of such State (including a place outside of the United States) or is between two places in a State through another State or a place outside of the United States. (49CFR390)</td>
</tr>
<tr>
<td>Interstate Highway (Freeway or Expressway)</td>
<td>A divided arterial highway for through traffic with full or partial control of access and grade separations at major intersections. Limited access, divided highway of at least four lanes designated by the Federal Highway Administration as part of the Interstate System.</td>
</tr>
<tr>
<td>Interstate Highway System (IHS)</td>
<td>The system of highways that connects the principal metropolitan areas, cities, and industrial centers of the United States. Also connects the US to internationally significant routes in Canada and Mexico.</td>
</tr>
<tr>
<td>Interstate Maintenance</td>
<td>Provides funding for resurfacing, restoration, rehabilitation and reconstruction (4R) work, including added lanes to increase capacity, on most existing Interstate System routes. This discretionary program was first established by the Surface Transportation Assistance Act of 1982, where funding was derived from lapsed I-4R apportionments, and was known as the I-4R Discretionary Program. The Interstate Maintenance (IM) program provides funding for resurfacing, restoring, rehabilitating and reconstructing (4R) most routes on the Interstate System.</td>
</tr>
<tr>
<td>Intrastate</td>
<td>Travel within the same state.</td>
</tr>
<tr>
<td>Intrastate Commerce</td>
<td>Any trade, traffic, or transportation in any State which is not described in the term &quot;interstate commerce.&quot; (49CFR390)</td>
</tr>
<tr>
<td>Large Truck</td>
<td>Trucks over 10,000 pounds gross vehicle weight rating, including single-unit trucks and truck tractors.</td>
</tr>
<tr>
<td>Level of Service (LOS)</td>
<td>1) A qualitative assessment of a road's operating conditions. For local government comprehensive planning purposes, level of service means an indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. Level of service indicates the capacity per unit of demand for each public facility. 2) This term refers to a standard measurement used by transportation officials which reflects the relative ease of traffic flow on a scale of A to F, with free-flow being rated LOS-A and congested conditions rated as LOS-F. A qualitative measure used to characterize the operating conditions of a transportation service as perceived by its users. Most commonly applied to traffic operations, where designations go from A (best) to F (worst).</td>
</tr>
<tr>
<td>Life Cycle Maintenance</td>
<td>Concept of keeping a facility useable at least through its design life by conducting scheduled maintenance.</td>
</tr>
<tr>
<td>Light Rail</td>
<td>Lightweight passenger rail cars operating singly (or in short, usually two-car, trains) on fixed rails in right-of-way that is not separated from other traffic for much of the way. Light rail vehicles are driven electrically with power being drawn from an overhead electric line; a trolley or a pantograph; and, A streetcar-type vehicle operated on city streets, semi-exclusive rights-of-way, or exclusive rights-of-way. Service may be provided by step-entry vehicles or by level boarding.</td>
</tr>
<tr>
<td>Light Truck</td>
<td>Trucks of 10,000 pounds gross vehicle weight rating or less, including pickups, vans, truck-based station wagons, and sport utility vehicles.</td>
</tr>
<tr>
<td>Light-Duty Vehicle</td>
<td>A vehicle category that combines light automobiles and trucks.</td>
</tr>
<tr>
<td>Limitation on Obligations</td>
<td>Any action or inaction by an officer or employee of the United States that limits the amount of Federal assistance that may be obligated during a specified time period. A limitation on obligations does not affect the scheduled apportionment or allocation of funds, it just controls the rate at which these funds may be used.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
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</tr>
<tr>
<td>Limited Maintenance Plan</td>
<td>A plan, for example, an area must meet a design value that is significantly below a given NAAQS, and it must be reasonable to expect that a NAAQS violation will not result from any level of future motor vehicle emissions growth.</td>
</tr>
<tr>
<td>Line of Service</td>
<td>Transportation along a single corridor without branches.</td>
</tr>
<tr>
<td>Local Service</td>
<td>Transit service involving many stops and low operating speeds with the purpose of picking up or delivering passengers as close to origins and destinations.</td>
</tr>
<tr>
<td>Local Technical Assistance Program (LTAP) Center</td>
<td>A document providing a general description of the responsibilities that are to be assumed by two or more parties in pursuit of some goal(s). More specific information may be provided in an associated SOW.</td>
</tr>
<tr>
<td>Logistics</td>
<td>All activities involved in the management of product movement; delivering the right product from the right origin to the right destination, with the right quality and quantity, at the right schedule and price.</td>
</tr>
<tr>
<td>Measuring Systems</td>
<td>A system of tools and techniques that enables the identification of problems and opportunities throughout the entire transportation network, and to evaluate and prioritize alternative strategies, actions, and solutions.</td>
</tr>
<tr>
<td>Management Systems</td>
<td>A systematic process designed to assist decision makers in selecting cost-effective transportation investments to improve the efficiency and safety of, and reduce congestion on, the transportation network.</td>
</tr>
<tr>
<td>Major Investment Study (MIS)</td>
<td>An analysis required to support decisions on significant transportation investments. The purpose of an MIS is to examine the possible impacts and consequences of alternative plans.</td>
</tr>
<tr>
<td>Management Area</td>
<td>The City, Town, County, Regional Planning Organization or statewide location where project is proposed.</td>
</tr>
<tr>
<td>Managed Lanes</td>
<td>Facilities that act as a relief valve and provide travel options in congested corridors through mild capacity expansion and operational strategies that seek to manage traffic demand and potentially improve transit and other forms of ridesharing. Examples include: Express lanes; Toll express lanes; Value lanes; Fast lanes; Flex lanes; Zipper lanes; HOT lanes; Bus only lanes; Truck only lanes; HOV lanes. Essentially, these facilities manage congestion by: Time of day restriction; pricing; vehicle eligibility; and, access control. Need to consider in their design: “Can intended users access the facility efficiently and safely?” Separate Truck lanes are integral to safety planning and considerations.</td>
</tr>
<tr>
<td>Major Transportation Plan</td>
<td>The long-range plan for transportation for metropolitan areas and for States should include projections for land use, transportation, and the economy for the 20-year planning horizon.</td>
</tr>
<tr>
<td>Metrolopolitain Planning Area (MPO)</td>
<td>The regional organization responsible for comprehensive transportation planning and program management in urbanized areas. Work products include the Metropolitan Transportation Plan, the Transportation Improvement Program, and the Regional Transportation Policy. The MPO is charged with the responsibility of developing and implementing a comprehensive transportation program that is consistent with the metropolitan area's land use and economic development goals. The MPO's activities are carried out in cooperation with other transportation providers and other local, state, and federal agencies.</td>
</tr>
<tr>
<td>Metropolitain Statistical Area (MSA)</td>
<td>The geographic area in which the metropolitan transportation planning process required by 23 C.F.R. 420, section 8 of the Federal Transit Act (49 U.S.C. 1603) must be carried out. (2.CFR 420)</td>
</tr>
<tr>
<td>Mile</td>
<td>A unit of length, equal to 5,280 feet. All mileage computations are based on statute miles (M.S., U.S. Office of the Geographer.)</td>
</tr>
<tr>
<td>Major Investment Study (MIS)</td>
<td>A study to provide a comprehensive engineering plan of major transportation facilities, including necessary land acquisition, for a metropolitan area. The study should include preliminary design and preliminary cost estimates for major facilities.</td>
</tr>
<tr>
<td>Measuring Systems</td>
<td>A systematic process designed to assist decision makers in selecting cost-effective transportation investments to improve the efficiency and safety of, and reduce congestion on, the transportation network.</td>
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<tr>
<td>Mpg</td>
<td>Miles Per Gallon (MPG) represents “Miles per Gallon”. For each subgroup or “table cell”, MPG is computed as the ratio of the total number of miles traveled by all vehicles in the subgroup to the total number of gallons consumed. Mpg is assigned to each vehicle on an annual basis.</td>
</tr>
<tr>
<td>Mileage</td>
<td>The number of miles traveled by each vehicle on an annual basis.</td>
</tr>
<tr>
<td>Source</td>
<td>Identifies the source of the emission data, whether it be from EPA methods or another source.</td>
</tr>
<tr>
<td>Milepost</td>
<td>A measure of distance along a road or other linear feature.</td>
</tr>
<tr>
<td>Mobile Source</td>
<td>A system of vehicles that are licensed for highway driving. Includes all vehicles that are licensed for highway driving. Specifically excluded are snowmobiles and minibikes.</td>
</tr>
<tr>
<td>Mobile Source Emissions Budget</td>
<td>Global emissions budget representing the mobile source emissions budget.</td>
</tr>
<tr>
<td>MoCo</td>
<td>Milepost Coefficient.</td>
</tr>
<tr>
<td>Mobility</td>
<td>The ability of the transportation system to move or be moved from place to place.</td>
</tr>
<tr>
<td>Motor Carrier Safety Administration (FMCSA)</td>
<td>FMCSA is headquartered in Washington, DC and employs more than 1,000 individuals in all 50 States and the District of Columbia, dedicated to improving bus and truck safety and saving lives.</td>
</tr>
<tr>
<td>Motor Emissions</td>
<td>The portion of the total allowable emissions defined in the submitted or approved control strategy implementation plan revision or maintenance plan for a certain due for the purpose of making reasonable further progress under the Clean Air Act Amendment of 1990.</td>
</tr>
<tr>
<td>Motor Vehicle Emissions Budget</td>
<td>The portion of the total allowable emissions defined in the submitted or approved control strategy implementation plan revision or maintenance plan for a certain due for the purpose of making reasonable further progress under the Clean Air Act Amendment of 1990.</td>
</tr>
<tr>
<td>Multimodal</td>
<td>Planning that is more than one mode of travel is used to serve a transportation need in a given area.</td>
</tr>
<tr>
<td>National Cooperative Transit Research and Development Program</td>
<td>A program established under Section 6a) of the Urban Mass Transportation Act of 1964, as amended, to provide a mechanism by which the principal client groups of the Urban Mass Transportation Administration can join cooperatively in an attempt to resolve near-term public transportation problems through applied research, development, and demonstration projects. National Cooperative Research Program (NHTSA)</td>
</tr>
<tr>
<td>National Environmental Policy Act of 1969 (NEPA)</td>
<td>Federal legislation which requires that agencies give full consideration to environmental effects in planning and implementing federal programs. NEPA permits are required for most large transportation projects.</td>
</tr>
<tr>
<td>National Highway System (NHS)</td>
<td>Consists primarily of existing Interstate routes and portions of the Primary System. Established to focus Federal resources on roads that are the most important to interstate travel and national defense, roads that connect with other modes of transportation, and are essential for international commerce. This system of highways designated and approved in accordance with the provisions of 23 U.S.C. 103b).</td>
</tr>
<tr>
<td>National Highway Traffic Safety Administration (NHTSA)</td>
<td>A systems framework to guide the planning, development of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies. Designates roads that have outstanding scenic historic, cultural, natural, recreational, and archaeological qualities as All-American Roads or National Scenic Byways, and provides grants for scenic byway projects. 23 U.S.C. 106.</td>
</tr>
<tr>
<td>National ITS Architecture</td>
<td>A systems framework to guide the planning, development of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies. Designates roads that have outstanding scenic historic, cultural, natural, recreational, and archaeological qualities as All-American Roads or National Scenic Byways, and provides grants for scenic byway projects. 23 U.S.C. 106.</td>
</tr>
<tr>
<td>National ITS System (NIS)</td>
<td>A systems framework to guide the planning, development of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies. Designates roads that have outstanding scenic historic, cultural, natural, recreational, and archaeological qualities as All-American Roads or National Scenic Byways, and provides grants for scenic byway projects. 23 U.S.C. 106.</td>
</tr>
<tr>
<td>National ITS Technology (NIT)</td>
<td>A systems framework to guide the planning, development of ITS infrastructure. The national ITS architecture is a blueprint for the coordinated development of ITS technologies. Designates roads that have outstanding scenic historic, cultural, natural, recreational, and archaeological qualities as All-American Roads or National Scenic Byways, and provides grants for scenic byway projects. 23 U.S.C. 106.</td>
</tr>
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</tr>
<tr>
<td><strong>Natural Gas</strong></td>
<td>A naturally occurring mixture of hydrocarbon and non-hydrocarbon gases found in porous geologic formations beneath the Earth's surface, often in association with petroleum. A major source of man-made NOx emissions is high-temperature combustion processes.</td>
</tr>
<tr>
<td><strong>Nitrogen Oxide Emissions</strong></td>
<td>Reacts with sunlight to produce ozone. In urban areas, certain industries, such as aluminum and iron foundries, are significant sources of nitrogen oxide emissions.</td>
</tr>
<tr>
<td><strong>Non Federal Aid (NFA)</strong></td>
<td>Provides state funds for projects that the federal government would not be able to fund due to federal fiscal constraints.</td>
</tr>
<tr>
<td><strong>Nonattainment area</strong></td>
<td>A geographic area in the United States that does not meet the National Ambient Air Quality Standards.</td>
</tr>
<tr>
<td><strong>Non-Federal Match</strong></td>
<td>The commitment of state or other non-federal funds required to receive federal contributions. For example, the U.S. SIB program requires a non-federal match for capitalization funds.</td>
</tr>
<tr>
<td><strong>Occupancy</strong></td>
<td>Any person on a motor vehicle in transport. Includes the driver, passengers, and persons riding on the exterior of a motor vehicle. Excludes occupants of parked cars unless they are double parked or motionless on the roadway.</td>
</tr>
<tr>
<td><strong>Ozone</strong></td>
<td>A colorless gas with a sweet odor that is not a direct emission from transportation sources, but is formed when VOCs and NOx from car exhausts and certain industrial emissions combine in the presence of sunlight. Ground-level ozone produces an unhealthy environment in which to live. Regulated by the Clean Air Act Amendments of 1990.</td>
</tr>
<tr>
<td><strong>Paratransit</strong></td>
<td>A demand-responsive system that applies to a variety of smaller, flexibly scheduled and routed transportation services using low-capacity vehicles. Primarily used by persons for whom use of standard mass transit services is difficult or impossible.</td>
</tr>
</tbody>
</table>
| **Parkway**                 | A highway that has full or partial access control, is usually located within a park or along park-like developments, and is used at times and in areas where demands are less concentrated. Occasionally used as a by-pass.
<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Particulate Matter (PM10 and PM2.5)</td>
<td>Particulate matter consists of airborne solid particles and liquid droplets. Particulate matter may be in the form of fly ash, soot, dust, fog, fumes, etc. These particles are classified as &quot;coarse&quot; if they are smaller than 10 microns, or &quot;fine&quot; if they are smaller than 2.5 microns. Coarse airborne particles are produced during grinding operations, or from the physical disturbance of dust by natural air turbulence processes, such as wind. Fine particles can be a by-product of fossil fuel combustion, such as diesel and bus engines. Fine particles can easily reach remote lung areas, and their presence in the lungs is linked to serious respiratory ailments such as asthma, chronic bronchitis and aggravated coughing. Exposure to these particles may aggravate other medical conditions such as heart disease and emphysema and may cause premature death. In the environment, particulate matter contributes to diminished visibility and particle deposition (soiling).</td>
</tr>
<tr>
<td>Parts Per Million (PPM)</td>
<td>A measure of air pollutant concentrations.</td>
</tr>
<tr>
<td>Passenger Car</td>
<td>A motor vehicle designed primarily for carrying passengers on ordinary roads, includes convertibles, sedans, and stations wagons.</td>
</tr>
<tr>
<td>Passenger Revenue</td>
<td>1) Rail Revenue from the sale of tickets. 2) Air Revenues from the transport of passengers by air. 3) Transit Fares, transfer, zone, and park-and-ride.</td>
</tr>
<tr>
<td>Passenger Service</td>
<td>Both intercity rail passenger service and commuter rail passenger service. (49CFR245)</td>
</tr>
<tr>
<td>Pavement Management System</td>
<td>A systematic process that provides, analyzes, and summarizes pavement information for use in selecting and implementing cost-effective pavement construction, rehabilitation, and maintenance programs. Pavement includes all road surface types including paved, gravel, improved or unimproved earth. A method for evaluating, and establishing priorities for, pavement rehabilitation and resurfacing needs.</td>
</tr>
<tr>
<td>Pedestrian</td>
<td>Any person not in or on a motor vehicle or other vehicle. Excludes people in buildings or sitting at a sidewalk cafe. The National Highway Traffic Safety Administration also uses another pedestrian category to refer to pedestrians using conveyances and people in buildings. Examples of pedestrian conveyances include skateboards, nonmotorized wheelchairs, rollerskates, sleds, and transport devices used as equipment.</td>
</tr>
<tr>
<td>Pedestrian Walkway (or Walkway)</td>
<td>A continuous way designated for pedestrians and separated from the through lanes for motor vehicles by space or barrier. (23CFR217)</td>
</tr>
<tr>
<td>Performance Measures</td>
<td>Indicators of how well the transportation system is performing with regard to such things as average speed, reliability of travel, and accident rates. Used as feedback in the decision-making process.</td>
</tr>
<tr>
<td>Person Trip</td>
<td>A trip taken by an individual. For example, if three persons from the same household travel together, the trip is counted as one household trip and three person trips.</td>
</tr>
<tr>
<td>Person-Miles</td>
<td>An estimate of the aggregate distances traveled by all persons on a given trip based on the estimated transportation-network-miles traveled on that trip.</td>
</tr>
<tr>
<td>Petroleum (Oil)</td>
<td>A generic term applied to oil and oil products in all forms, such as crude oil, lease condensate, unfinished oils, petroleum products, natural gas plant liquids, and nonhydrocarbon compounds blended into finished petroleum products.</td>
</tr>
<tr>
<td>Planning Funds (PL)</td>
<td>Primary source of funding for metropolitan planning designated by the FHWA.</td>
</tr>
<tr>
<td>Possible Injury</td>
<td>Any injury reported or claimed that is not evident. Includes, among others, momentary unconsciousness, claim of injuries not obvious, limping, complaint of pain, nausea, and hysteria.</td>
</tr>
<tr>
<td>Preferential Access</td>
<td>An advantage offered to a group of users allowing rideshare vehicles and buses to access roadways faster than other vehicles by bypassing metered ramps.</td>
</tr>
<tr>
<td>Private Carrier</td>
<td>A carrier that provides transportation service to the firm that owns or leases the vehicles and does not charge a fee.</td>
</tr>
<tr>
<td>Problem Identification</td>
<td>An element in the planning process which represents the gap between the desired vision, goals and objectives and the current or projected performance of the system.</td>
</tr>
<tr>
<td>Program Development</td>
<td>An element in the planning process in which improvements are formalized in the transportation improvement program and provides more detailed strategies.</td>
</tr>
<tr>
<td>Programming</td>
<td>Prioritizing proposed projects and matching those projects with available funds to accomplish agreed upon, stated needs.</td>
</tr>
<tr>
<td>Project Review Committee</td>
<td>MassHighway staff who meet to review proposed projects to determine qualifications, funding and scheduling.</td>
</tr>
<tr>
<td>Property Damage (Transit)</td>
<td>The dollar amount required to repair or replace transit property (including stations, right-of-way, bus stops, and maintenance facilities) damaged during an incident.</td>
</tr>
<tr>
<td>PS&amp;E</td>
<td>The Plans, Specifications and Estimate prepared during design to be used by contractors to bid on proposed construction projects.</td>
</tr>
<tr>
<td>Public Crossing</td>
<td>A location open to public travel where railroad tracks intersect a roadway that is under the jurisdiction and maintenance of a public authority.</td>
</tr>
<tr>
<td>Public Entity</td>
<td>1) Any state or local government; 2) Any department, agency, special purpose district, or other instrumentality of one or more state or local governments; and 3) The National Railroad Passenger Corporation (Amtrak) and any commuter authority. (49CFR37)</td>
</tr>
<tr>
<td>Public Liability</td>
<td>Liability for bodily injury or property damage and includes liability for environmental restoration. (49CFR387)</td>
</tr>
<tr>
<td>Public Participation</td>
<td>The active and meaningful involvement of the public in the development of transportation plans and programs.</td>
</tr>
<tr>
<td>Public Road</td>
<td>Any road under the jurisdiction of and maintained by a public authority (federal, state, county, town or township, local government, or instrumentality thereof) and open to public travel.</td>
</tr>
<tr>
<td>Public Transit</td>
<td>Passenger transportation services, usually local in scope, that is available to any person who pays a prescribed fare. It operates on established schedules along designated routes or lines with specific stops and is designed to move relatively large numbers of people at one time.</td>
</tr>
<tr>
<td>Public Transit Agencies</td>
<td>A public entity responsible for administering and managing transit activities and services. Public transit agencies can directly operate transit service or contract out for all or part of the total transit service provided.</td>
</tr>
<tr>
<td>Public Transit System</td>
<td>An organization that provides transportation services owned, operated, or subsidized by any municipality, county, regional authority, state, or other governmental agency, including those operated or managed by a private management firm under contract to the government agency owner.</td>
</tr>
<tr>
<td>Public Transportation</td>
<td>Transportation by bus, rail, or other conveyance, either publicly or privately owned, which provides to the public general or special service on a regular and continuing basis. Also known as &quot;mass transportation&quot;, &quot;mass transit&quot; and &quot;transit&quot;</td>
</tr>
<tr>
<td>Rail</td>
<td>A rolled steel shape laid in two parallel lines to form a track for carrying vehicles with flanged steel wheels.</td>
</tr>
<tr>
<td>Ramp Metering</td>
<td>The electronically regulated flow of vehicles to increase capacity of through lanes and improve safety.</td>
</tr>
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</tr>
<tr>
<td>Rapid Rail Transit Program</td>
<td>Provides funds to the States to develop and maintain recreational trail and trail-related facilities for motorized and nonmotorized recreational trail uses. 23 U.S.C. 236.</td>
</tr>
<tr>
<td>Recreational Trail Program</td>
<td>Provides funds to the States to develop and maintain recreational trail and trail-related facilities for motorized and nonmotorized recreational trail uses. 23 U.S.C. 236.</td>
</tr>
<tr>
<td>Regular Route Service</td>
<td>A transit service that operates on a predetermined, fixed route and schedule. Types of vehicles used in regular-route service are generally large buses or small trolleys.</td>
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<td>Right of Way (ROW)</td>
<td>Includes all the land, water, air, and subsurface rights necessary to accommodate a transportation facility.</td>
</tr>
<tr>
<td>Ridesharing</td>
<td>A paratransit service with two or more persons in the vehicle consisting usually of a prearranged car pool, van pool, or subscription bus.</td>
</tr>
<tr>
<td>Regional Rail and Highway Plan</td>
<td>A plan describing the major details and principal dimensions, including the highway profile and alignment, of the bridge structure that will be designed under this project.</td>
</tr>
<tr>
<td>Regional Transportation Plan</td>
<td>A project designed to identify and address the needs of the transportation system as identified by the regional transportation planning process.</td>
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<tr>
<td>Reformulated Gasoline</td>
<td>Gasoline whose composition has been changed to meet performance specifications regarding ozone-forming tendencies and release of toxic substances into the air from both evaporation and tailpipe emissions.</td>
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</tr>
<tr>
<td>Routine Maintenance</td>
<td>Includes all the land, water, air, and subsurface rights necessary to accommodate a transportation facility.</td>
</tr>
<tr>
<td>Rumble Strips</td>
<td>Noise and vibration produced by shoulder rumble strips are effective alarms for drivers who are leaving the roadway. They are also helpful in areas where motorists battle rain, fog, snow, or dust. Rumble strips also help reduce highway hypnosis-a condition where white lines and yellow stripes on long, monotonous stretches of straight freeway can mesmerize and wreak havoc with a driver's concentration.</td>
</tr>
<tr>
<td>Safety Management System</td>
<td>A systematic process that has the goal of reducing the number and severity of transportation-related accidents by ensuring that all opportunities to improve safety are identified and implemented as appropriate.</td>
</tr>
<tr>
<td>Single Occupant Vehicle (SOV)</td>
<td>A vehicle containing only the driver and no other passengers.</td>
</tr>
<tr>
<td>Signal Preemption</td>
<td>As most often used in this plan, a technology that triggers the green signal at an intersection when a driver’s contribution helps reduce congestion and improves safety at intersections.</td>
</tr>
<tr>
<td>SKU</td>
<td>Participants must be less than 10 inches in size. A SKU is one millionth of a liter. Particles with this size are too small to be filtered by the nose and lungs.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
<tr>
<td>------</td>
<td>------------</td>
</tr>
<tr>
<td>Smart growth for transportation</td>
<td>Establishing state and local land use strategies to increase population and housing densities and make transit more viable; managing and operating existing highway, transit, and other transportation facilities and services in ways that improve performance for each mode without adversely affecting neighborhood or urban centers. Smart growth strategies include the following: designing and developing areas that are walkable or bicycle-friendly; providing efficient public transportation and rail systems; improving economic development to make the core of the city a desired, viable option for living; and promoting fiscal responsibility and environmental sustainability.</td>
</tr>
<tr>
<td>Stakeholder</td>
<td>Person or group affected by a transportation plan, program or project. Includes all individuals or organizations involved, or affected, by the transportation plan, program or project. As a rule, stakeholders include residents of urban, suburban, and rural areas, developers, property owners, environmental groups, labor unions, industry representatives, transit operators, freight companies, shippers, and the general public.</td>
</tr>
<tr>
<td>State Implementation Plan (SIP)</td>
<td>A short-term transportation planning document covering at least a three-year period and updated at least every two years. The STIP includes a priority list of projects to be carried out in each of the three years. Projects included in the STIP must be consistent with the long-term transportation plan, must conform to regional air quality implementation plans, and must be financially constrained. The STIP establishes programmatic levels of service and contains policies and strategies for achieving the goals and objectives of the long-term transportation plan. The STIP also includes project schedules, funding sources, and performance measures. The STIP is a critical component of the federal transportation planning process and must be prepared by the state and submitted to the Federal Highway Administration for approval.</td>
</tr>
<tr>
<td>State Transportation Agency</td>
<td>The state highway department, transportation department, or other state transportation agency responsible for the administration of state transportation programs and projects.</td>
</tr>
<tr>
<td>Surface Transportation Program (STP)</td>
<td>A federal transportation program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike, and pedestrian facilities. The STP is a block grant program that may be used for any roads (including NHS) that are not functionally classified as local or rural minor collector or road. These roads are collectively referred to as Federal-aid eligible roads.</td>
</tr>
<tr>
<td>State Designated Route</td>
<td>A route that is designated by the state as a state highway or an equivalent routing analysis which adequately considers overall risk to the public. (49CFR171)</td>
</tr>
<tr>
<td>Telecommuting</td>
<td>Communicating electronically (by telephone, computer, fax, etc.) with an office, either from home or from another site, instead of traveling to it physically.</td>
</tr>
<tr>
<td>Total Estimated Project Cost</td>
<td>Total funds allocated to a particular design or construction contract, or Right of Way settlement. The value may change during the life of the contract, as items are added or removed.</td>
</tr>
<tr>
<td>Total Benefit/Cost Ratio</td>
<td>The sum of five categories of quantifiable project benefits divided by the annualized cost of the project.</td>
</tr>
<tr>
<td>Ton mile</td>
<td>A measure of output for freight transportation; reflects weight of shipment and the distance it is hauled; a multiplication of tons hauled by the distance traveled.</td>
</tr>
<tr>
<td>Traffic Calming</td>
<td>Techniques such as speed bumps, narrow lanes and traffic circles used to slow traffic in primarily residential neighborhoods.</td>
</tr>
<tr>
<td>Traffic Assignment</td>
<td>The process of distributing traffic to various origins and destinations on a transportation network. Traffic assignment is a critical component of transportation planning and is used to analyze the impact of transportation improvements on traffic flows, travel times, and accidents.</td>
</tr>
<tr>
<td>Traffic Congestion</td>
<td>A condition of insufficient road space to accommodate the volume of traffic, resulting in reduced speeds and increased travel times. Traffic congestion is a major problem in many urban areas and can have a significant impact on air quality, public health, and the economy.</td>
</tr>
<tr>
<td>Traffic Flow</td>
<td>The aggregate length of all line-haul railroads. It does not include the mileage of yard tracks or sidings, but includes the value of the life of the contract, or Right of Way settlement. The value may change during the life of the contract, as items are added or removed.</td>
</tr>
<tr>
<td>Title VI</td>
<td>A measure of output for freight transportation; reflects weight of shipment and the distance it is hauled; a multiplication of tons hauled by the distance traveled.</td>
</tr>
<tr>
<td>Title VI</td>
<td>Federal civil rights law that prohibits discrimination on the basis of race, color, national origin, and sex in any program or activity receiving federal assistance. Title VI also applies to any program or activity that is designed to benefit all persons in a community and is not sex-specific. Title VI requires that all applicants for federal funds must affirmatively further the objectives of the law.</td>
</tr>
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</tr>
<tr>
<td>Total Benefit/Cost Ratio</td>
<td>The sum of five categories of quantifiable project benefits divided by the annualized cost of the project.</td>
</tr>
<tr>
<td>Train Line Mileage</td>
<td>The aggregate length of all line-haul railroads. It does not include the mileage of yard tracks or sidings, but includes the value of the life of the contract, or Right of Way settlement. The value may change during the life of the contract, as items are added or removed.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Transit</td>
<td>Generally refers to urban passenger transportation service, local in scope, provided to the public along established routes with fixed or variable schedules at published fares.</td>
</tr>
<tr>
<td>Transit District</td>
<td>Locations where transit services are provided; may overlap route lines. Transit districts are legally and financially responsible for the provision of transit services within a defined area.</td>
</tr>
<tr>
<td>Transit Trip</td>
<td>A passenger trip as a passenger of a transit vehicle.</td>
</tr>
<tr>
<td>Transport Trip</td>
<td>Movement of freight (commercial or non-commercial) between points beyond the immediate vicinity of the field or plant from which produced.</td>
</tr>
<tr>
<td>Unlinked Passenger Trips (Transit)</td>
<td>The number of passengers boarding public transportation vehicles. A passenger is counted each time he/she boards a vehicle even if the boarding is part of the same journey from origin to destination.</td>
</tr>
<tr>
<td>Twenty Foot Equivalent Unit (TEU)</td>
<td>The 8 foot by 8 foot by 20 foot intermodal container is used as a basic measure in many statistics and is the standard measure used for containerized cargo.</td>
</tr>
<tr>
<td>Twenty-Five (25%) Plan</td>
<td>A restated plan that is needed to carry out the federal-aid highway program. Twenty-Five Percent Plans are applicable for specific programs and activities.</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Unobligated Balance</td>
<td>The portion of obligation authority (including new budget authority and balances of unobligated budget authority carried over from prior years) that has not yet been obligated. With regard to the federal-aid highway program, the term generally refers to balances of apportioned contract authority that the states have been unable to obligate due to annual obligation limitations imposed by Congress.</td>
</tr>
<tr>
<td>Unpaved Road Surface</td>
<td>Gravel/soil and unimproved roads and streets (Surface/Pavement Type Codes 20, 30 and 40).</td>
</tr>
<tr>
<td>Urban Highway</td>
<td>Any road or street within the boundaries of an urban area. An urban area is an area including and adjacent to a municipality or urban place with a population of 5,000 or more. The boundaries of urban areas are fixed by state highway departments, subject to the approval of the Federal Highway Administration, for purposes of the Federal-Aid Highway Program.</td>
</tr>
<tr>
<td>Urban Local Transit Service</td>
<td>Buses operate primarily in central cities and include regular-route radial service (routes start or end in one or both of the two major downtowns); crosstown (often providing connecting links between radial routes); and limited stop (buses make limited stops along a route or “skip stops,” achieving faster service to selected destinations).</td>
</tr>
<tr>
<td>Urbanized Area</td>
<td>Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the U.S. Census.</td>
</tr>
<tr>
<td>Vanpool (Transit)</td>
<td>Public-sponsored commuter service operating under prearranged schedules for previously formed groups of riders in 8- to 18-seat vehicles. Drivers are also commuters who receive little or no compensation besides the free ride.</td>
</tr>
<tr>
<td>Vehicle Miles of Travel (VMT)</td>
<td>The number of miles traveled nationally by vehicles for a period of 1 year. VMT is either calculated using 2 odometer readings or, for vehicles with less than 2 odometer readings, imputed using a regression estimate.</td>
</tr>
<tr>
<td>Vehicle Trip</td>
<td>A one-way journey made by an auto, truck or bus to convey people or goods.</td>
</tr>
<tr>
<td>Vehicle Miles (Highway)</td>
<td>Miles of travel by all types of motor vehicles as determined by the states on the basis of actual traffic counts and established estimating procedures.</td>
</tr>
<tr>
<td>Vehicle Miles (Transit)</td>
<td>The total number of miles traveled by transit vehicles. Commuter rail, heavy rail, and light rail report individual car-miles, rather than train-miles for vehicle-miles.</td>
</tr>
<tr>
<td>Visioning</td>
<td>A variety of techniques that can be used to identify goals.</td>
</tr>
<tr>
<td>Volatile Organic Compounds (VOCs)</td>
<td>VOCs come from vehicle exhaust, paint thinners, solvents, and other petroleum-based products. A number of exhaust VOCs are also toxic, with the potential to cause cancer. A group of chemicals that reacts in the atmosphere with NOx in the presence of heat and sunlight to form ozone. Examples include gasoline fumes and oil-based paints.</td>
</tr>
<tr>
<td>Volume to Capacity Ratio (V/C)</td>
<td>The hourly number of vehicles expected to use a roadway in the busiest hour, divided by the number of moving vehicles the roadway can safely accommodate in an hour.</td>
</tr>
<tr>
<td>Wal-Mart</td>
<td>Largest grocery retailer in the United States. Sales account for 1 of every 5 dollars spent on groceries in the US.</td>
</tr>
<tr>
<td>Waterborne Transportation</td>
<td>Transport of freight and/or people by commercial vessels under U.S. Coast Guard jurisdiction.</td>
</tr>
<tr>
<td>Work hours Approved</td>
<td>The date the Department’s Project Manager and the selected Design Consultant agree to the amount of hours that will be required to complete the tasks in the scope of work.</td>
</tr>
<tr>
<td>Zone</td>
<td>The smallest geographically designated area for analysis of transportation activity. A zone can be from one to ten square miles in area. Average zone size depends on the size of study area.</td>
</tr>
</tbody>
</table>
APPENDIX D
PUBLIC PARTICIPATION PLAN AMENDMENT
- OCTOBER 5, 2009
Old Colony Metropolitan Planning Organization

2007 Old Colony Public Participation Plan Amendment

The 2007 Old Colony Public Participation Plan, which provides a process for public involvement in the transportation planning for the region, was endorsed by the Old Colony Metropolitan Planning Organization (Old Colony MPO) on June 28, 2007. The Old Colony MPO, through its regular and advisory group meetings, encourages public participation on amendments to certification documents.

This AMENDMENT to the 2007 Old Colony Public Participation Plan provides for the addition of the following provisions:

- A minimum public comment period of 30 days has been established for the RTP, TIP, UPWP, and Amendments, however, the Old Colony MPO at their discretion, may vote to abbreviate the public comment period under what they consider extraordinary circumstances beyond the MPO's control.

- Adjustments or Administrative Modifications to the RTP are minor amendments such as adding projects to the Illustrative Project Listing, and the procedure requires an administrative action (the change), JTC advice, and Old Colony MPO notification of the change.

The Signatories hereby approve the above-mentioned AMENDMENT and hereby reaffirm that the 2007 Old Colony Public Participation Plan will continue to provide for the public participation process for transportation planning in the region, along with the Amendment herein as deemed necessary. Said Amendment shall be included in the Appendix of the existing Public Participation Plan until the endorsement of a new Public Participation Plan.

James Aloisi, Jr., Secretary
Executive Office of Transportation and Public Works

Luisa Puziewsky, Commissioner
Massachusetts Highway Department

Renaud Lecloux, Jr., Administrator
Brockton Area Transit

Jeanmarie Kent Joyce, President
Old Colony Planning Council

James Harrington, Mayor
City of Brockton

Richard Quimby, Chairman
Town of Plymouth Board of Selectmen

Joseph Freitas, Chairman
Town of Plympton Board of Selectmen

Colleen Coroma, Chairman
Town of Easton Board of Selectmen
Appendix F

Old Colony LEP Plan
OLD COLONY
LIMITED ENGLISH PROFICIENCY (LEP) PLAN/
LANGUAGE ASSISTANCE PLAN (LAP)

Providing Meaningful Language Assistance

2011

70 School Street
Brockton, Massachusetts 02301-4097

www.ocpcrpa.org
INTRODUCTION

The Old Colony Metropolitan Planning Organization (MPO) is responsible for a continuing, cooperative and comprehensive transportation planning process in the Old Colony Region which encompasses Abington, Avon, Bridgewater, Brockton, East Bridgewater, Easton, Halifax, Hanson, Kingston, Pembroke, Plymouth, Plympton, Stoughton, West Bridgewater, and Whitman. This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs. The Limited English Proficiency (LEP) Plan/ Language Assistance Plan (LAP) plays an integral role in the MPO process. This document will detail the LEP Plan developed in conjunction with best practice standards for public involvement.

The intent of this Limited English Proficiency Plan is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in the Old Colony Region do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits based on current laws and regulations.

Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency. Each Federal Agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance, and shall include the steps the agency will take to ensure that eligible LEP person can meaningfully access the agency’s program and activities.

LAW AND POLICIES GUIDING LIMITED ENGLISH PROFICIENCY PLANS

As part of the Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the LEP/ LAP Plan will be assessed and evaluated. The following matrix illustrates these laws, policies, and considerations:

<table>
<thead>
<tr>
<th>Title VI of the Civil Rights Act of 1964</th>
<th>Limited English Proficiency Executive Order 13166</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Law</td>
<td>Federal Policy</td>
</tr>
<tr>
<td>Enacted in 1964</td>
<td>Enacted in August 2000</td>
</tr>
<tr>
<td>Considers all persons</td>
<td>Considers eligible population</td>
</tr>
<tr>
<td>Contains monitoring and oversight compliance review requirements</td>
<td>Contains monitoring and oversight compliance review requirements</td>
</tr>
<tr>
<td>Factor criteria is required, no numerical or percentage thresholds</td>
<td>Factor criteria is required, no numerical or percentage thresholds</td>
</tr>
<tr>
<td>Provide protection on the basis of race, color, and national origin</td>
<td>Provides protection on the basis of origin</td>
</tr>
<tr>
<td>Focuses on eliminating discrimination in federally funded programs</td>
<td>Focuses on providing LEP persons with meaningful access to services using four factor criteria</td>
</tr>
<tr>
<td>Annual Accomplishment and Upcoming Goals Report to FHWA</td>
<td>Annual Accomplishment and Upcoming Goals Report to FHWA</td>
</tr>
</tbody>
</table>

Old Colony Limited English Proficiency Plan
Who is an LEP individual?

As defined in the 2000 United States Census, it is any individual who speaks a language at home other than English as their primary language, and who speak or understand English “not well” or “not at all”.

Determining the needs?

As a recipient of federal funding, the MPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the Federal Register/Volume 70, Number 239/Wednesday 14, 2005/Notices, there are four factors to consider in determining “reasonable steps”.

- **Factor 1**: The number and proportion of LEP persons in the eligible service area;
- **Factor 2**: The frequency with which LEP persons encounter MPO programs;
- **Factor 3**: The importance of the service provided by MPO programs;
- **Factor 4**: The resources available and overall cost of MPO.

The USDOT Policy Guidance provides recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessment of the four factors listed above. The following is an assessment of need in the Old Colony Region in relation to the four factors and the transportation planning process.
LEP ASSESSMENT FOR THE OLD COLONY METROPOLITAN PLANNING ORGANIZATION

Factor 1: The Number and Proportion of LEP Persons in the Eligible Service Area

The first step towards understanding the profile of individuals that could participate in the transportation planning process is a review of Census data. Tables 1 and 2 display language spoken and number of individuals that are LEP.

For our planning purposes, we are considering people that speak English “not well” or “not at all” and only the top four language groups are included in the analysis.

Table 1, derived from the 2000 US Census, shows the number and percent of persons who are five (5) and older, with regard to their English language skills, for the communities within the MPO area. As indicated, over 13% of the MPO area population is not proficient in English. The City of Brockton has the greatest concentration of LEP persons – over 28%. The second highest concentration is in the Town of Stoughton with 18.1%.

<table>
<thead>
<tr>
<th>Community</th>
<th>Population 5 Years and Older</th>
<th>Number of LEP Persons</th>
<th>Percentage of LEP Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abington</td>
<td>13,560</td>
<td>630</td>
<td>4.6%</td>
</tr>
<tr>
<td>Avon</td>
<td>4,186</td>
<td>222</td>
<td>5.3%</td>
</tr>
<tr>
<td>Bridgewater</td>
<td>23,581</td>
<td>2,305</td>
<td>9.8%</td>
</tr>
<tr>
<td>Brockton</td>
<td>87,671</td>
<td>24,932</td>
<td>28.4%</td>
</tr>
<tr>
<td>East Bridgewater</td>
<td>12,059</td>
<td>639</td>
<td>5.3%</td>
</tr>
<tr>
<td>Easton</td>
<td>20,848</td>
<td>1,493</td>
<td>7.2%</td>
</tr>
<tr>
<td>Halifax</td>
<td>6,990</td>
<td>273</td>
<td>3.9%</td>
</tr>
<tr>
<td>Hanson</td>
<td>8,823</td>
<td>360</td>
<td>4.1%</td>
</tr>
<tr>
<td>Kingston</td>
<td>10,777</td>
<td>763</td>
<td>7.1%</td>
</tr>
<tr>
<td>Pembroke</td>
<td>15,603</td>
<td>578</td>
<td>3.7%</td>
</tr>
<tr>
<td>Plymouth</td>
<td>48,277</td>
<td>3,198</td>
<td>6.6%</td>
</tr>
<tr>
<td>Plympton</td>
<td>2,472</td>
<td>56</td>
<td>2.3%</td>
</tr>
<tr>
<td>Stoughton</td>
<td>25,623</td>
<td>4,650</td>
<td>18.1%</td>
</tr>
<tr>
<td>West Bridgewater</td>
<td>6,259</td>
<td>325</td>
<td>5.2%</td>
</tr>
<tr>
<td>Whitman</td>
<td>12,942</td>
<td>429</td>
<td>3.3%</td>
</tr>
<tr>
<td><strong>MPO Area</strong></td>
<td><strong>299,671</strong></td>
<td><strong>40,853</strong></td>
<td><strong>13.6%</strong></td>
</tr>
</tbody>
</table>

Table 2, shows the number and percent of LEP persons by language spoken at the individual’s home. Of the LEP persons within the MPO area, 9.1% speak an Indo-European language at home, making this the most significant percentage of the area’s population. The second most common language of the area’s LEP population is Spanish with 3.1%. Asian and Pacific Islander languages, such as Chinese, Vietnamese, Thai, Laotian, Korean and Japanese represent 1%.
Table 2: Language Spoken at Home by LEP Persons – Old Colony MPO Area
2000 Census of Population and Housing US Census Bureau

<table>
<thead>
<tr>
<th>LEP Persons</th>
<th>Spanish Language</th>
<th>Other Indo-European languages</th>
<th>Asian &amp; Pacific Islander Languages</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 years older Total</td>
<td>9,368</td>
<td>27,165</td>
<td>3,048</td>
</tr>
<tr>
<td>Percent of all LEP Persons</td>
<td>3.1%</td>
<td>9.1%</td>
<td>1%</td>
</tr>
</tbody>
</table>

Factor 2: The Frequency in which LEP Encounter MPO Programs

The small, but growing size of the LEP population in this region will likely increase the probability of future contact with the MPO. However, to date, no requests have been made by either individuals or groups directly to the MPO for Spanish, Portuguese (Cape Verdean Creole) or other language interpreters or publications. Nevertheless, to assist with the identification of language spoken, staff utilizes the 2010 U.S. Census Language Identification Flashcards.

An underlying principle of the Old Colony Metropolitan Planning Process is public participation, coordination and consultation with appropriate agencies and groups. The MPO staff engages the public to the maximum extent possible. Various strategies are deployed, documented and evaluated. These strategies consist of activities designed to build better relationships with citizens that are engaged with their communities and businesses, along with individuals of “traditionally underserved” communities and Limited English Proficiency, local officials, non-profit organizations, and transportation agencies. The main purpose of the public participation process is to educate and inform stakeholders on new initiatives such as, but not limited to: Livability, sustainability, and climate change. The process is designed to fulfill federal-aid requirements and to document people’s transportation and land use needs in their communities.

A strategy that the Old Colony MPO staff uses to reach out to the Limited English Proficiency population in the region is through the use of surveys. Surveys are a great tool to reach individuals that feel intimidated to participate with the public and for individuals that cannot attend meetings and outreach activities. Surveys are available in multiple languages: English, Spanish, and Portuguese (Cape Verdean
Consultation with the Associacao Caboverdiana de Brockton, Inc., Brockton Area Multi-Services, Inc., Latin American Health Institute, and the Brockton Interfaith Community also supports the efforts of reaching out to the LEP population.

**Factor 3: The Importance of the Service Provided by the MPO Program**

MPO programs use federal funds to plan for future transportation projects, and therefore do not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food and shelter). Further, the MPO does not conduct required activities such as applications, interviews or other activities prior to participation in its programs or events. Involvement by any citizen with the MPO or its committees is voluntary.

However, the MPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice program and policy.

The impact of proposed transportation investments on underserved and underrepresented population groups is part of the evaluation process in use of federal funds in three (3) major areas for the MPO:

- The Unified Planning Work Program
- The Transportation Improvement Program
- The Long Range Transportation Plan (covering 20 + years)
- Public Participation Plan

Inclusive public transportation is a priority consideration in Old Colony MPO plans, studies and programs. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The MPO is concerned with input from all stakeholders, and every effort is taken to make the planning process as inclusive as possible.

As a result of the long range transportation planning process, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These state and local organizations have their own policies to ensure LEP individuals can participate in the process that shapes where, how and when a specific transportation project is implemented.

**Factor 4: The Resources Available and Overall MPO Cost**

Given the size of the LEP population in the MPO area and current financial constraints, full multi-language translations of large transportation plan documents and maps is not considered warranted at this time. However, continued growth of the MPO and its Cambodian, Spanish, French Creole, and Portuguese speaking populations makes offering translation in these languages a sound community investment.

As a result, the MPO intends to initiate a program to make the Executive Summaries for the Regional Transportation Plan, the Transportation Improvement Program, the Public Participation Plan, and
other key documents available in multiple languages. To accommodate the cost, these summaries may be presented in alternative formats, such as brochures or newsletters, which are designed to capture all of the significant points of the full document. The MPO will continue efforts to collaborate with state and local agencies to provide language translation and interpretation services when practical and in consideration of the funding available. The translation of these documents will begin after the final English version has been completed. Spanish and Portuguese outreach materials from organizations such as federal, state, and local transportation agencies will be used when possible.

MEETING THE REQUIREMENTS

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all citizens, including those with limited English proficiency. Indo-European Languages is the most dominant language spoken by LEP individuals in the Old Colony MPO Area.

Safe Harbor Stipulation and LEP Thresholds

Federal law provides a “safe harbor” stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with greater certainty. A “safe harbor” means that as long as a recipient (the MPO) has created a plan for the provision of written translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI.

However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four factor analysis.

Evidence of compliance with the recipient’s written translation obligations under “safe harbor” includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected. Translation can also be provided orally.

The “safe harbor” provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.

Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand.

Where appropriate and feasible, the staff will include the following language in English and Spanish, on meeting notifications and other informational materials:

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act
or persons who require translation services for a meeting (free of charge) should contact Pat Ciaramella at 508-583-1833 or pciaramella@ocpcrpa.org at least seven days in advance.

Se solicita La participación del público, sin importar la raza, color, nacionalidad, edad, sexo, religión, incapacidad o estado familiar. Personas que requieran facilidades especiales bajo el Acta de Americanos con Discapacidad (Americans with Disabilities Act) o personas que requieren servicios de traducción (sin cargo alguno) deben contactar a Malissa Booth al teléfono 508-583-1833 o pciaramella@ocpcrpa.org por lo menos siete días antes de la reunión.

The Old Colony MPO will use the following methods for notification:

- Signage indicating that free language assistance is available with advance notice;
- Stating in outreach documents that language services are available;
- Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
- Using automated telephone voicemail or menu to provide information about available language assistance services;
- Including notices in local newspapers in languages other than English;
- Providing notices on non-English-language radio and television stations about MPO services and the availability of language assistance; and
- Providing presentations and/or notices at schools and community based organizations (CBO).
- Website Translation Tools

The MPO will publicize the availability of interpreter services, free of charge, at least seven (7) days prior to MPO Board and Committee meetings, workshops, forums or events which will be noticed on the MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- Signage
- Public outreach material
- Community-based organizations
- Local newspapers
- Old Colony Library System

The MPO defines an interpreter as a person who translates spoken languages orally, as opposed to a translator, who translates written languages and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from Old Colony MPO staff or through contracted interpreter service agencies.

The MPO can post meeting notices in the Cape Verdean media that serves the Cape Verdean community throughout the greater Brockton area. As covered under Title VI material will be provided in an alternative language when applicable.

**Identifying Persons Who May Need Language Assistance**

When encountering a LEP person, staff will use Language Identification Flashcards to identify that person’s primary language. Language Identification Flashcards, as developed by the U.S. Census Bureau
(http://2010.census.gov/partners/pdf/langfiles/LAG_flashcard.pdf), are translated into 51 different languages. The flashcards are used by the Census Bureau and other federal agencies to identify the primary language of LEP persons during face to face encounters. The staff will make the Language Identification Cards available to the public through its website, so that LEP persons contacting the Planning Council online can communicate their primary language to the staff. The staff then can then use that information to provide language assistance to the LEP person.

The staff will make the Language Identification Flashcards available at all public meetings. Once a LEP person’s primary language is identified using the flashcards, the staff will assess the feasibility of providing written translation service, and/ or oral interpretation assistance to the LEP person.

**Language Assistance**

Information regarding MPO transportation planning processes is made available through multiple means, including translated public meeting notices and providing a bilingual staff whenever possible. The MPO’s future programs and services to enhance accessibility of transit services to LEP persons likely include:

- Partnerships with Brockton Area Transit (BAT) and community organizations to develop a list of language translation volunteers who are available for public meetings. This option could be used where advanced notice is provided that translator services are needed. This option may also help increase the number of languages for which translation services are available.
- Development of written translation and oral interpreter service providers’ database. This would improve the speed and convenience with which written documents can be translated for the public, and reduce the need to have public requests for them.
- Ensuring that MPO members are aware of the USDOT LEP guidance and support their LEP planning activities, as appropriate.
- Regular updates to this LEP Plan, as needed by new events, such as the release of language-related demographic data from the 2010 decennial census and/or indications of increases in LEP population.
- Identification of community based organizations that are not being contacted through existing outreach.

The MPO intends to initiate a program to make the Executive Summaries for key documents available in Portuguese (Cape Verdean Creole) and Spanish. Key documents include the Regional Transportation Plan, the Transportation Improvement Program, the Public Participation Plan, and other key documents available in Portuguese (Cape Verdean Creole) and Spanish.

A goal of the MPO’s **Public Participation Plan** is to provide user-friendly material that will be appealing and easy to understand. The MPO may provide Executive Summaries in alternative formats, such as brochures or newsletters, depending on the work product.

The MPO encourages staffs to explore and utilize visualization techniques, methods and devices that do not use language alone. For example, use of pictograms, symbol signs, diagrams, color code warnings, illustrations, graphics, and pictures can be considered information using few words in any language. Schematic maps can similarly communicate large amounts of information without words.
MPO Staff Training

The MPO will incorporate the LEP/ Language Assistance Plan in the Public Participation Plan at its next update. In order to establish meaningful access to information and services for LEP individuals, the MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. MPO Board members will receive a copy of the LEP Plan, and have access to training, assuring that they are fully aware of and understand the plan and its implementation.

Monitoring and Updating the Language Assistance Plan

The LEP/ Language Assistance Plan as part of the Old Colony MPO’s Title VI Plan, will be reviewed annually by Title VI coordinators on the OCPC staff, and included in the Annual Title VI Update provided to MassDOT. This annual review will also include a review of whether existing assistance is meeting the needs of LEP persons, and whether new documents, programs, services, and activities need to be made accessible for LEP individuals. Such guidance will also be based on consideration of the frequency of encounters with LEP language groups and the availability of resources.

Additionally, as new data is made available on the demographics of the region and the resulting transportation needs (e.g., 2010 U.S. Census Data), this Language Assistance Plan will be reviewed and updated to respond to the needs of the region’s growing and changing population.
Appendix G

2010 US Census LEP Analysis
## Language Spoken at Home 2011

**Table:** Language Spoken at Home by Ability to Speak English for the Population 5 Years and Over

### Universe: Population 5 years and over

<table>
<thead>
<tr>
<th>Community</th>
<th>Abington</th>
<th>Avon</th>
<th>Bridgewater</th>
<th>Brockton</th>
<th>Dubuque</th>
<th>East Bridgewater</th>
<th>Easton</th>
<th>Halifax</th>
<th>Hanson</th>
<th>Kingston</th>
<th>Pembroke</th>
<th>Plymouth</th>
<th>Plymouth</th>
<th>Rockland</th>
<th>Stoughton</th>
<th>West Bridgewater</th>
<th>Whitman</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Population 5 years and over</strong></td>
<td>14,820</td>
<td>4,192</td>
<td>25,122</td>
<td>86,979</td>
<td>14,204</td>
<td>13,183</td>
<td>21,944</td>
<td>7,246</td>
<td>9,687</td>
<td>11,814</td>
<td>16,499</td>
<td>52,894</td>
<td>2,649</td>
<td>16,760</td>
<td>25,263</td>
<td>6,524</td>
<td>16,499</td>
</tr>
<tr>
<td><strong>English only</strong></td>
<td>13,740</td>
<td>3,763</td>
<td>23,109</td>
<td>56,386</td>
<td>13,546</td>
<td>12,465</td>
<td>19,908</td>
<td>7,080</td>
<td>9,051</td>
<td>11,243</td>
<td>15,634</td>
<td>49,602</td>
<td>2,605</td>
<td>15,411</td>
<td>20,635</td>
<td>6,296</td>
<td>15,634</td>
</tr>
<tr>
<td><strong>Language other than English</strong></td>
<td>1,080</td>
<td>429</td>
<td>2,013</td>
<td>30,593</td>
<td>658</td>
<td>718</td>
<td>2,036</td>
<td>166</td>
<td>636</td>
<td>591</td>
<td>865</td>
<td>3,292</td>
<td>44</td>
<td>1,349</td>
<td>4,628</td>
<td>228</td>
<td>865</td>
</tr>
</tbody>
</table>

### Language Spoken Less than "very well"

#### Spanish

- 396 (56) 5727 7068 275 108 498 31 80 45 167 869 5 265 561 36 167

- 124 (56) 3072 273 57 56 60 0 27 0 65 347 0 71 351 49 65

- 65 (20) 396 10,082 9 71 489 0 276 54 35 1,086 14 147 2,166 42 35

- 55 (4) 210 5,404 0 42 293 0 36 17 0 635 0 40 1,142 0 0

- 1 (1) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

- 35 (15) 127 0 18 127 0 1 0 99 161 0 33 118 25 99

- 9 (0) 0 7 0 0 31 0 0 0 17 49 0 0 0 0 17

- 0 (0) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

- 63 (10) 188 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

- 101 (142) 187 4,857 8 14 121 38 36 99 124 103 0 256 265 31 124

- 217 (0) 96 1,619 124 48 258 0 52 124 130 173 0 196 350 0 130

- 61 (0) 75 755 14 10 49 0 24 41 66 64 0 53 174 0 66

### Source:

US Census American Community Survey
Appendix H

Examples of Inclusion of Notice to Beneficiaries of Protection under Title VI
Old Colony Title VI Policy

Federal Title VI/Nondiscrimination Protections
The Old Colony Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of age, sex, and disability. These protected categories are contemplated within the Old Colony MPO's Title VI Programs consistent with federal interpretation and administration. Additionally, the Old Colony MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

State Nondiscrimination Protections
The Old Colony MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 §§ 92a, 98, 98a, prohibiting making any distinction, discrimination, or restriction in admission to or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Old Colony MPO complies with the Governor's Executive Order 526, section 4 requiring all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

Additional Information
To request additional information regarding Title VI and related federal and state nondiscrimination obligations, please contact:

Old Colony Planning Council
Title VI/ Nondiscrimination Coordinator
Pat Ciaramella
70 School Street
Brockton, MA 02301
508-583-1833 Extension 202
pciaramella@ocpcrpa.org

Title VI Specialist
MassDOT, Office of Diversity and Civil Rights
10 Park Plaza
Boston, MA 02116
857-368-8580
TTY: 857-368-0603
MASSDOT.CivilRights@state.ma.us

Complaint Filing
To file a complaint alleging a violation of Title VI or related federal nondiscrimination law, contact the Title VI Specialist (above) within 180 days of the alleged discriminatory conduct. To file a complaint alleging a violation of the state's Public Accommodation Law, contact the Massachusetts Commission Against Discrimination within 300 days of the alleged discriminatory conduct at:

Massachusetts Commission Against Discrimination (MCAD)
One Ashburton Place, 6th Floor
Boston, MA 02109
617-994-6000
TTY: 617-994-6196

Links
- Notice of Nondiscrimination Rights and Protections (PDF)
- Complaint Procedure (PDF)
- Complaint Form (PDF)
- Limited English Proficiency Plan

Outreach
- OCPC Radio Ad - English (mp3)
- OCPC Radio Anuncio - Español (mp3)
- OCPC Radio Anúncio - Português (mp3)
- Public Service Announcement (mp3)
- Public Service Announcement (mp3)
NOTICE OF MEETING
10:00 A.M., Tuesday, May 20, 2014
At Metro South Chamber of Commerce 1st Floor Conference Room
60 School Street, Brockton, MA

AGENDA
1. Call to Order and Introductions
2. Minutes of April 15, 2014 Old Colony MPO Meeting
3. Brockton Area Transit (BAT) Report
4. Development of the FFY 2014 - 2017 Transportation Improvement Program (TIP) Amendment
   ▪ Review and Release to Public Review and Comment Period
5. Development of the FFY 2015 - 2018 Transportation Improvement Program (TIP)
   ▪ Review and Release to Public Review and Comment Period
6. Development of the FFY 2015 Unified Planning Work Program (UPWP)
   ▪ Review and Release to Public Review and Comment Period
7. Overview of Draft Plymouth Special Events Traffic Management Plan
8. Administrative Matters and Other Business
9. Date and Time of Next Meeting(s)
10. Adjournment

The Old Colony MPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Old Colony MPO operates without regard to race, color, or national origin (including limited English proficiency), age, sex, disability, ancestry, ethnicity, gender, gender identity or expression, sexual orientation, religion, creed, veteran’s status, or background. Any person who believes him/herself or any specific class of persons, to be subject to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the Old Colony MPO. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. Please contact Pat Ciaramella at 508-583-1833 Extension 202 for more information.

This meeting is accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge, upon request, as available. Such services include documents in alternate formats, translated documents, assistive listening devices, and interpreters (including American Sign Language). For more information or to request reasonable accommodation and/or language services please contact Pat Ciaramella at 508-583-1833 Extension 202.

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- Si necesita esta información en otro idioma, por favor contacte Pat Ciaramella at 508-583-1833 Extension 202.
- Si yon moun vie genyen enfômasyon sa yo nan yon lôt lang, tanpri kontakte Espesyalis Pat Ciaramella at 508-583-1833 Extension 202.
Charles Kilmer

From: Charles Kilmer <ckilmer@ocpcrpa.org>
Sent: Tuesday, May 13, 2014 12:34 PM
To: Charles Kilmer
Subject: May 20, 2014 Old Colony Metropolitan Planning Organization (MPO) Meeting
Attachments: May 20, 2014 Old Colony MPO Meeting Agenda.pdf; April 15, 2014 Old Colony MPO Meeting Minutes.pdf

Old Colony Metropolitan Planning Organization (MPO) and interested parties,

The following is the agenda for the May 20, 2014 Old Colony Metropolitan Planning Organization Meeting (10 AM at the Metro South Chamber of Commerce – 1st Floor Conference Room, 60 School Street, Brockton, MA).

Old Colony MPO Meeting Agenda
1. Call to Order and Introductions
2. Minutes of April 15, 2014 Meeting
3. Brockton Area Transit (BAT) Report
4. Development of FFY 2014 - 2017 Transportation Improvement Program (TIP) Amendment
   • Review and Release to Public Review and Comment Period
5. Development of FFY 2015 - 2018 Transportation Improvement Program (TIP)
   • Review and Release to Public Review and Comment Period
   • Review and Release to Public Review and Comment Period
7. Overview of Draft Plymouth Special Events Traffic Management Plan
8. Administrative Matters and Other Business
9. Date and Time of Next Meeting(s)
10. Adjournment

We look forward to your attendance and participation. Please note that OCPC is accessible via the Brockton Area Transit (http://www.ridebat.com/) and the MBTA Commuter Rail (http://mbta.com/). In addition, OCPC has secure bicycle parking available.

Please let me know if you have any questions. Thank you.

Charles Kilmer

Charles Kilmer, AICP
Assistant Director/ Transportation Program Manager
Old Colony Planning Council (OCPC)
70 School Street, Brockton, MA 02301
508-583-1833 Extension 206
http://www.ocpcrpa.org/

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national origin (including limited English proficiency), age, sex, disability, ancestry, ethnicity, gender, gender identity or expression, sexual orientation, religion, creed, veteran's status, or background. Any person who believes him/herself or any specific class of persons, to be subject to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the Old Colony MPO. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. Please contact Pat Ciaramella at 508-583-1833 Extension 202 for more information.

This meeting is accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge, upon request, as available. Such services include documents in alternate formats, translated documents, assistive listening devices, and interpreters (including American Sign Language). For more information or to request reasonable accommodation and/or language services please contact Pat Ciaramella at 508-583-1833 Extension 202.

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- Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Pat Ciaramella at 508-583-1833 Extension 202.
OLD COLONY PLANNING COUNCIL

Lee Hartmann, AICP Pasquale Ciaramella
President Executive Director
70 School Street Telephone: (508) 583-1833
Brockton, MA 02301-4097 Fax: (508) 559-8768

NOTICE OF PUBLIC REVIEW AND COMMENT FOR THE

- DRAFT FFY 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT
- DRAFT FFY 2015-2018 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
- DRAFT FFY 2015 UNIFIED PLANNING WORK PROGRAM (UPWP)

In accordance with the Public Participation Process developed by the Old Colony Metropolitan Planning Organization (MPO), Old Colony Planning Council (OCPC) is making the DRAFT FFY 2014-2017 Transportation Improvement Program (TIP) Amendment, the DRAFT FFY 2015-2018 Transportation Improvement Program (TIP), and the DRAFT FFY 2015 Unified Planning Work Program (UPWP) available for public review and comment. The TIP serves as a prioritized listing of highway, bridge, and transit projects proposed for implementation during the next four (4) federal fiscal years. Copies of these documents are available for review at the OCPC Offices (8:30 a.m. to 4:00 p.m.), at http://www.ocpcrpa.org/, and/or upon request. This notice will initiate a 30-Day Public Review and Comment Period. This process will also be used as Brockton Area Transit Authority’s (BAT) public participation process. The Brockton Area Transit Authority, the FTA Section 5307(c) applicant, has consulted with the Old Colony Metropolitan Planning Organization and concurs that the public involvement process adopted by the Old Colony MPO for development of the TIP satisfies the public hearing requirements that pertain to the development of the Program of Projects for the regular Section 5307, Urbanized Area Formula Program, grant applications including the provisions for public notice and the time established for public review and comment. A public meeting of the OCPC and Old Colony MPO advisory committee, the Old Colony Joint Transportation Committee (JTC), is scheduled for June 12, 2014 at 12 PM. Furthermore, a public meeting of the Old Colony MPO is scheduled for June 24, 2014 at 10 AM to hear additional public comments and consider endorsement of these Programs. Please contact Charles Kilmer at 508-583-1833 Extension 206 for further information.

Please send written comments to:
Old Colony Planning Council (OCPC)
70 School Street
Brockton, MA 02301
Attention: Charles Kilmer

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NOTICE OF PUBLIC REVIEW AND COMMENT PERIOD

The Old Colony Metropolitan Planning Organization (MPO) has released three (3) programs for a 30-day public review and comment period. Members of the public are invited to review these programs and provide comments.

- **DRAFT FFY 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT**
- **DRAFT FFY 2015-2018 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**
- **DRAFT FFY 2015 UNIFIED PLANNING WORK PROGRAM (UPWP)**

In accordance with the Public Participation Process developed by the Old Colony Metropolitan Planning Organization (MPO), Old Colony Planning Council (OCPC) is making the DRAFT FFY 2014-2017 Transportation Improvement Program (TIP) Amendment, the DRAFT FFY 2015-2018 Transportation Improvement Program (TIP), and the DRAFT FFY 2015 Unified Planning Work Program (UPWP) available for public review and comment. The TIP serves as a prioritized listing of highway, bridge, and transit projects proposed for implementation during the next four (4) federal fiscal years. Copies of these documents are available for review at the OCPC Offices (8:30 a.m. to 4:00 p.m.), at [http://www.ocpcrpa.org/](http://www.ocpcrpa.org/), and/or upon request. This notice will initiate a 30-Day Public Review and Comment Period. This process will also be used as Brockton Area Transit Authority’s (BAT) public participation process. The Brockton Area Transit Authority, the FTA Section 5307(c) applicant, has consulted with the Old Colony Metropolitan Planning Organization and concurs that the public involvement process adopted by the Old Colony MPO for development of the TIP satisfies the public hearing requirements that pertain to the development of the Program of Projects for the regular Section 5307, Urbanized Area Formula Program, grant applications including the provisions for public notice and the time established for public review and comment.

A public meeting of the OCPC and Old Colony MPO advisory committee, the Old Colony Joint Transportation Committee (JTC), is scheduled for June 12, 2014 at 12 PM.

Furthermore, a public meeting of the Old Colony MPO is scheduled for June 24, 2014 at 10 AM to hear additional public comments and consider endorsement of these Programs.

Please contact Charles Kilmer at 508-583-1833 Extension 206 for further information.

Please send written comments to:
   Old Colony Planning Council (OCPC)
   70 School Street
   Brockton, MA 02301
Attention: Charles Kilmer

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- Si necesita esta información en otro idioma, por favor contacte Pat Ciaramella at 508-583-1833 Extension 202.
- Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Pat Ciaramella at 508-583-1833 Extension 202.
Thursday, June 12, 2014
12:00 P.M. to 1:30 P.M.
At Metro South Chamber of Commerce 1st Floor Conference Room
60 School Street, Brockton, MA 02301

AGENDA

1. Call to Order and Introductions

2. Minutes of May 8, 2014 Meeting

3. Communications

4. Reports
   A. Brockton Area Regional Transit Authority (BAT)
   B. Greater Attleboro-Taunton Regional Transit Authority (GATRA)
   C. South Coast Rail Project

5. Old Business
   A. FFY 2014-2017 Transportation Improvement Program (TIP) Implementation

6. New Business
   B. Draft FFY 2014-2017 Transportation Improvement Program (TIP) Amendment
   C. Draft FFY 2015-2018 Transportation Improvement Program (TIP)
   D. Draft FFY 2015 Unified Planning Work Program (UPWP)

7. Other Business and Public Comment
   A. Community Local Technical Assistance Studies
   B. Staff Reviews on ENFs, EIRs and NPCs
   C. Regional Concerns and Local Community Transportation Issues

8. Adjournment

The Old Colony MPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Old Colony MPO operates without regard to race, color, or national origin (including limited English proficiency), age, sex, disability, ancestry, ethnicity, gender, gender identity or expression, sexual orientation, religion, creed, veteran’s status, or background. Any person who believes him/herself or any specific class of persons, to be subject to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the Old Colony MPO. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. This meeting is accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge, upon request, as available. Please contact Pat Ciaramella at 508-583-1833 Extension 202 for more information.
Dear Old Colony Joint Transportation Committee (JTC) and interested parties,

The following is the agenda for the **June 12, 2014 Old Colony Joint Transportation Committee (JTC) Meeting** (12 PM at the Metro South Chamber of Commerce – 1st Floor Conference Room, 60 School Street, Brockton, MA).

### Meeting Agenda

1. **Call to Order and Introductions**
2. **Minutes of May 8, 2014 Meeting**
3. **Communications**
4. **Reports**
   - Brockton Area Regional Transit Authority (BAT)
   - Greater Attleboro-Taunton Regional Transit Authority (GATRA)
   - South Coast Rail Project
5. **Old Business**
   - FFY 2014-2017 Transportation Improvement Program (TIP) Implementation
6. **New Business**
   - Draft FFY 2014-2017 Transportation Improvement Program (TIP) Amendment
   - Draft FFY 2015-2018 Transportation Improvement Program (TIP)
   - Draft FFY 2015 Unified Planning Work Program (UPWP)
7. **Other Business and Public Comment**
   - Community Local Technical Assistance Studies
   - Staff Reviews on ENFs, EIRs and NPCs
   - Regional Concerns and Local Community Transportation Issues
8. **Adjournment**

We look forward to your attendance and participation. Please note that we are accessible via the Brockton Area Transit ([http://www.ridebat.com/](http://www.ridebat.com/)) and the MBTA Commuter Rail ([http://mbta.com/](http://mbta.com/)). In addition, OCPC has secure bicycle parking available.

Please let me know if you have any questions. Thank you.

*Charles Kilmer*

**Charles Kilmer**, AICP  
Assistant Director/ Transportation Program Manager
The Old Colony MPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Old Colony MPO operates without regard to race, color, or national origin (including limited English proficiency), age, sex, disability, ancestry, ethnicity, gender, gender identity or expression, sexual orientation, religion, creed, veteran's status, or background. Any person who believes him/herself or any specific class of persons, to be subject to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the Old Colony MPO. Complaints are to be filed no later than 180 days from the date of the alleged discrimination. Please contact Pat Ciaramella at 508-583-1833 Extension 202 for more information.

This meeting is accessible to people with disabilities and those with limited English proficiency. Accessibility accommodations and language services will be provided free of charge, upon request, as available. Such services include documents in alternate formats, translated documents, assistive listening devices, and interpreters (including American Sign Language). For more information or to request reasonable accommodation and/or language services please contact Pat Ciaramella at 508-583-1833 Extension 202.

- If this information is needed in another language, please contact the Pat Ciaramella at 508-583-1833 Extension 202.
- Caso esta informação seja necessária em outro idioma, favor contar Pat Ciaramella at 508-583-1833 Extension 202.
- Si necesita esta información en otro idioma, por favor contacte Pat Ciaramella at 508-583-1833 Extension 202.
- Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Pat Ciaramella at 508-583-1833 Extension 202.
Appendix I

2010 US Census I Speak List
Hello, I’m from the U.S. Census Bureau. Is someone here now who speaks English and can help us? If not, please write your phone number and someone will contact you in English.

Buenos días (Buenas tardes), soy de la Oficina del Censo de los Estados Unidos. ¿Se encuentra alguien que hable inglés y pueda ayudarnos? Si no, por favor, anote su número de teléfono y alguien se comunicará con usted en español.


مرحبًا، أنا من مكتب الإحصاء الأمريكي. هل يوجد هنا الآن شخص يتحدث الإنجليزية ويمكنه مساعدتنا؟ إذا لم يوجد، فلا يوجد أتاحة رقم هاتف وسأتصل بك أحد الأشخاص باللغة العربية.

azı-əzə, tvə널-네 Մարդումի համակարգչությունը: Մարդուն է փորձի միջոցով, որը հանդիսանող է անհրաժեշտության և կարգախոս է մկրածության: ու այլ, ու երկու երկիրուն համակարգչային տեղակայումը.

হালো, আমি ইউএসসি সেনসাস বিউরো থেকে এসেছি। এখানে একজন কেউ আছেন যিনি ইংরেজি বলতে পারেন এবং আমাদের সাহায্য করতে পারেন যদি তেমন কেউ না থাকে, আপারার ফোন নম্বর দিয়ে দিন এবং আপনার সঙ্গে একজন বাংলায় যোগাযোগ করনে।

Разрешите, я с вами, служитель на Бюро по преброяване на населението на САЩ. Има ли тук някой, който говори английски и би могъл да ни помогне? Ако няма, моля, напишете своя телефонен номер, за да може някой от нашите служители да ви се обади на български.
Hello, I'm from the U.S. Census Bureau. Is someone here now who speaks English and can help us? If not, please write your phone number and someone will contact you in English.

您好。我是为美国人口普查局工作的。您这里有没有会说英语的人可以帮助我们？如果没有，请写下您的电话号码，然后将有人用中文与您联系。

您好。我是为美國人口普查局工作的。請問您這里有沒有會說英语的人可以幫助我們？如果沒有，請寫下您的電話號碼，之後將有人使用中文與您聯絡。

Dobar dan, ja sam iz Američkog biroa za cenzus. Ima li ovdje nekoga tko govori engleski i može nam pomoći? Ako nema, molim Vas da napišete svoj broj telefona, pa ćemo stupiti s Vama u kontakt na hrvatskom jeziku.

Dobrý den, jsem z Amerického úřadu pro sčítání lidu (U.S. Census Bureau). Je zde někdo, kdo hovoří anglicky a může nám pomoci? Pokud ne, napište prosím své telefonní číslo a někdo Vás bude kontaktovat v češtině.

سلام، من در دفتر نفوس شماری، در ایالتان متحده آمریکا ایفای وظیفه می‌نمایم. آیا همراه شما، می‌خواهید کسی است که با لسان انگلیسی آشنا باشید و مرا را کمک کرده بتواند? آگر نیست، پس لطفاً نمبرتبله‌فونیدن را بدمی‌شیند به لسان هنگی با شما در ایتمان شویم.

Kudual, ḡeŋ ye raan de maktam de kuën de koc de Amerika. Ḡoŋ raan ye jam ḡe thọŋ de Linglith liu bè wok kony ḡe kë loooku? Na liu, ke yì gōor telepundu ku anọŋ raan bè yīnin cól ḡe thuŋjāŋ.

Hallo, ik ben van het Amerikaanse Census Bureau. Is er iemand hier die Engels spreekt en ons kan helpen? Als dat niet zo is, wilt u dan uw telefoonnummer opschrijven? Dan zal iemand telefonisch contact met u opnemen in het Nederlands.
<table>
<thead>
<tr>
<th>Language</th>
<th>Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>French</td>
<td>Bonjour, je travaille pour le Bureau de Recensement des États-Unis. Y a-t-il quelqu’un ici qui parle anglais et puisse nous aider? Sinon, notez votre numéro de téléphone pour que quelqu’un puisse vous contacter en Français.</td>
</tr>
<tr>
<td>Greek</td>
<td>Γειά σας, Είμαστε από την Υπηρεσία Απογραφής των ΗΠΑ. Είναι κανείς εδώ αυτή τη στιγμή που μιλάει Αγγλικά να μας εξυπηρετήσει; Αν όχι, παρακαλώ σημειώστε το τηλέφωνό σας και θα επικοινωνήσει κάποιος μαζί σας στα ΕΛΛΗΝΙΚΑ.</td>
</tr>
<tr>
<td>Haitian Creole</td>
<td>Bonjou, mwen se anpwlaye biwo resansman ameriken. Èske m ka pale ak yon moun nan kay la ki konn pale anglè ? Si pa gen moun nan kay la ki pale anglè, tanpri ekri nimewo telefon ou pou yon moun m ki pale kreyòl ayisyen rele w.</td>
</tr>
<tr>
<td>Hebrew</td>
<td>טברית</td>
</tr>
<tr>
<td>Hindi</td>
<td>हिंदी</td>
</tr>
<tr>
<td>Hungarian</td>
<td>Magyar</td>
</tr>
</tbody>
</table>
27. Ilocano/
   Ilocano

Hello, taga Census Bureau ako ng U.S. Adda kadi kadakayo nga makapagsarita ti English ken mabalin nga tumulong kaniami? Nu awan paki surat yo iti numero iti telepono yo ta adda iti tumawag kaniami nga ag Ilocano.

28. Italiano/
   Italian

Salve, chiamo da parte del Census Bureau degli Stati Uniti. C’è qualcuno che parla inglese ed è in grado di aiutarci? In caso negativo, scriva il numero di telefono e sarà contattato da qualcuno che parla Italiano.

29. 日本語/
   Japanese

こんにちは。私は米国国勢調査局の係員です。こちらには英語を理解できこの調査にご協力いただける方がいらっしゃいますか？もしもない場合は、あなたのお電話番号をお書きいただければ、日本語を話す係員が連絡をいたします。

30. 한국어/
   Korean

안녕하세요. 저는 미국 인구조사국에서 일하고 있습니다. 영어를 사용하시는 분 중에 저희를 도와 주실 수 있는 분이 여기 계십니까? 없으신 경우, 전화번호를 적어주시면 한국어를 할 수 있는 직원이 연락을 드릴 것입니다.

31. ລາວ/
   Laotian

ສະບາຍດີ, ຂ້າພະເຈົ້າ ເຈຳການຊັນກະຕັດທີ່ພົນລະເມືອງ ແຫ່ງສະຫະລັດອາເມລິກາ. ທ່ານເບິ່ງເວົ້າທີ່ນີ້ສາມາດເວົ້າພາສາອັງກິດ ແລະ ຊ່ວຍເຫຼືອພວກເຮົາໄດ້ບໍ? ຖ້າບໍ່ມີ, ກະລຸນາຂຽນເລກ ໂທລະສັບຂອງທ່ານ ແລະ ພວກເຮົາ ຈະຕິດຕໍ່ຫາທ່ານ ເປັນພາສາລາວ.

32. Lietuvių/
   Lithuanian

Sveiki, aš esu iš JAV Gyventojų surašymo biuro. Ar čia dabar yra kas nors, kas kalba angliškai ir galėtų mums padėti? Jei ne, prašome užrašyti savo telefono numerį ir su jumis susisieks lietuvių kalba.

33. മലയാളം/
   Malayalam

Yâ’át’éení, Neecznáá nináhháágo Bila’ashdla’ii náóltał biz haz’á bá naashnish. Háidaaish kőô Bilagáanaa biö zaad yee yátt’ìgí hóló? ’Adingo ’éi nibéesh bee hane’è nihá ’ādíliìlí dóó t’áá háida t’áá Dinê Bizaad yee yátt’ìgí nich’ì’ náhodoolnih.

34. Diné Bizaad/
   Navajo

नमस्ते, म अमेरिकाको जनगणना अफिसबाट आएको। यहाँ अङ्ग्रेजी बोल्ने अन्त हामीलाई मदत गर्न सक्ने कोहिन माछे छल? नभा, तपाईको फोन नम्बर लेखिदिनु अर्न कसैले तपाईले नेपाली भाषामा कृपा गरेको?

35. नेपाली/
   Nepali
<table>
<thead>
<tr>
<th>Language</th>
<th>Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>36. Panjabi</td>
<td>धैर्य, में धैर्य मन्तव्य किसी तरह आपिका/आपिका तथा, जो दीदी वेटी अंगिलों संख्या यह अने मारी भरो बन सकता है? मे तय, जो विद्यमान एफबी टैयलर तथा विद्यमान अने बच्ची धैर्य Panjabi बिंच मंघल बनता।</td>
</tr>
<tr>
<td>40. Russian</td>
<td>Здравствуйте! Я представляю Бюро переписи населения Соединенных Штатов. Присутствует здесь кто-нибудь, кто говорит по-английски и мог бы помочь нам? Если нет, то, пожалуйста, напишите свой телефонный номер, чтобы наши сотрудники могли побеседовать с вами по-русски.</td>
</tr>
<tr>
<td>42. Somali</td>
<td>Hallo, Waxaan anigu ka tirsanahay Xafiiska Tirakoobka Mareykanka. Halkan ciddi ma Joogta hadda oo ku hadasha Ingirisiga oo na caawin karta? Haddi kalese, fadlan qor lambarka talafoonkaaga markaasna qof ayaa kugulasoo xidhiidhi doona adiga Soomaalliga.</td>
</tr>
<tr>
<td>43. Swahili</td>
<td>Halo, nimetoka Shirika la Sensa la Merika Je, kuna mtu hapa sasa anayezungumza Kiingereza na anaweza kutusaidia? Ikiwa hakuna, tafadhali andika nambari yako ya simu na mtu atawasiliana na wewe kwa Kiswahili.</td>
</tr>
<tr>
<td>44. Tagalog</td>
<td>Hello, Ako’y galing sa U.S. Census Bureau. Mayroon ba ditong marunong magsalita ng Ingles at makakatulong sa amin ngayon? Kung wala, pakisulat ang telepono ninyo at may tatawag sa inyo sa Tagalog.</td>
</tr>
</tbody>
</table>
สวัสดีครับ/ค่ะ ผม/ดิฉันเป็นเจ้าหน้าที่จากสำนักงานสัมมะโนประชากรสหรัฐ มีใครพอจะพูดภาษาอังกฤษเพื่อช่วยแปลได้บางหรือเปล่า ครับ/คะ ถ้าไม่มีช่วยแจ้งเบอร์โทรศัพท์เพื่อที่เราจะสามารถติดต่อกลับมาได้เป็นภาษาไทย

สวัสดี/สวัสดีครับ ዆ሎው፡ ካብ ቤት ጽሕፈት ምቑጣር ሕዝቢ አሜሪካ እየ ኣነ። ሕጂ እንግሊዝኛ ዝዘራረብን ክሕጋወን ይእልን ሰብ ኣብዉር ኣሎዶ? እንተዘይኮነ፡ ብኽብረትኩም ቁጽሪ ተለፎንኩም ጽሓፉሞ ሓደሰብ ብትግርኛ ከዛረበኩም እዩ።


Privít, Ми з США. Сенсес Бюро. Тут є хтось, хто володіє англійською мовою і може допомогти нам? Якщо ні, будь ласка, запишіть ваш телефонний номер і з вами зв’яжуться на українській мові.

پیلو، میس امریکی مرت شماری پیورو سے بون۔ کیاپیلو کونی ایسا شخص یہ جو انگریزی بولتا بو اور بماری مداد کرسکتا بو؟ اگر نہیں، تو براہ کرم اپنا فون نمبر لکھوئیں اور کونی شخص آپ سےاردو زبان میں رابطہ کرے گا۔


איך אתה, או פון די ניטנטס מיטאירז ענימוז בירא? אי פראאם די איינטרא问他 ראנטז ענגליים או קמך. או פראאם די איינטרא问他 ראנטז ענגליים או קמך. או פראאם די איינטרא问他 ראנטז ענגליים או קמך. או פראאם די איינטרא问他 ראנטז ענגליים או קמך. או פראאם די איינטרא问他 ראנטז ענגליים או קמך.
Appendix J

Old Colony Title VI Survey
# Civil Rights Survey

Please complete this voluntary and anonymous survey. To make sure that OCPC learns about the members of the public we work with and to improve our services, we would like some information about you. The information you provide will be used to better understand who we serve, including the languages our customers speak. This information will help OCPC improve our programs, services, and activities today and in the future.

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
<th>Other</th>
<th>Disability</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>18-29</td>
<td>30-45</td>
<td>46-61</td>
<td>62+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Race/Ethnicity</td>
<td>White not of Hispanic origin</td>
<td>Black not of Hispanic origin</td>
<td>Hispanic</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Asian or Pacific Islander</td>
<td>American Indian or Alaskan Native</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other: ____________________</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language</td>
<td>Is English your native language?</td>
<td>Yes</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>What languages, other than English, are spoken at home? ____________________</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>How well do you speak English?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Very well</td>
<td>Well</td>
<td>Not well</td>
<td>Not at all</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Return to:
Title VI Specialist, Old Colony Planning Council (OCPC), 70 School Street, Brockton, MA 02301

---

1 A disability is physical or mental impairment that substantially limits one or more major life activities, such as caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.
Appendix K

Transportation Evaluation Criteria (TEC)
## STATE PROJECT EVALUATION CRITERIA

### Highway-funded Preservation Projects

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>Condition</th>
<th>Usage</th>
<th>Cost Effectiveness</th>
<th>Community Effects and Support</th>
<th>Land Use and Economic Development</th>
<th>Environmental and Air Quality/ Climate Effects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roadway Maintenance</td>
<td>Extent of light and moderate cracking (Main)</td>
<td>Annual Average Daily Traffic (AADT)</td>
<td>Cost per Unit Change in Condition</td>
<td>Residential effects: right-of-way, noise, aesthetics, other</td>
<td>Business effects: right-of-way, access, noise, traffic, parking, freight access other</td>
<td>Air Quality/Climate effects</td>
</tr>
<tr>
<td>Roadway Resurfacing</td>
<td>Measure of skid resistance (Main/Resurf)</td>
<td>Percentage of Trucks</td>
<td>Cost per Linear Mile</td>
<td>Public, local government, legislative, and regional support</td>
<td>Sustainable development effects</td>
<td>Water quality/supply effects; wetlands effects</td>
</tr>
<tr>
<td>Roadway Reconstruction</td>
<td>Measure of rideability (Resurf/Recon)</td>
<td>NHS Status</td>
<td></td>
<td>Effect on service to minority or low income neighborhoods</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Measure of surface condition (Resurf/Recon)</td>
<td></td>
<td>Cost per AADT</td>
<td>Other Impact/benefit to minority or low income neighborhoods</td>
<td>Consistent with regional land-use and economic development plans</td>
<td>Historic and cultural resource effects</td>
</tr>
<tr>
<td></td>
<td>Pavement structural adequacy (Recon)</td>
<td></td>
<td></td>
<td>Effect on development and redevelopment of housing stock</td>
<td>Effect on job creation.</td>
<td></td>
</tr>
</tbody>
</table>

| Avg. Score (-3 to +3)         | Avg. Score (-3 to +3)                                                     | Avg. Score (-3 to +3)         | Avg. Score (-3 to +3)               | Avg. Score (-3 to +3)          | Total Score (-18 to +18)             |
# STATE PROJECT EVALUATION CRITERIA

## Highway-funded Other Enhancements (non-bike/ped) Projects

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>THRESHOLD TRANSPORTATION CRITERIA</th>
<th>OTHER IMPACT CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Condition and Service Quality</td>
<td>Community Effects and Support</td>
</tr>
<tr>
<td></td>
<td>Mobility</td>
<td>Land Use and Economic Development</td>
</tr>
<tr>
<td></td>
<td>Safety and Security</td>
<td>Environmental and Air Quality/ Climate Effects</td>
</tr>
<tr>
<td></td>
<td>Cost Effectiveness</td>
<td></td>
</tr>
<tr>
<td>Other Enhancements (non-bike/ped)</td>
<td>The extent to which the project improves the transportation system</td>
<td>Residential effects: right-of-way, noise, aesthetics, other</td>
</tr>
<tr>
<td></td>
<td>Number of users</td>
<td>Business effects: right-of-way, access, noise, traffic, parking, freight access other</td>
</tr>
<tr>
<td></td>
<td>Effect on user safety/security</td>
<td>Air Quality/Climate effects</td>
</tr>
<tr>
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<td>Cost per user</td>
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<td>The extent to which the project is coordinated with other projects</td>
<td>Effect on service to minority or low income neighborhoods</td>
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<td>Other Impact/benefit to minority or low income neighborhoods</td>
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<td>The extent to which the project provides other benefits</td>
<td>Consistent with regional land-use and economic development plans</td>
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<td>Historic and cultural resource effects</td>
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<tr>
<th>Total Score (-18 to +18)</th>
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## STATE PROJECT EVALUATION CRITERIA

**Highway-funded Bicycle Pedestrian Enhancement Projects**

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>CONDITION AND SERVICE QUALITY</th>
<th>MOBILITY</th>
<th>SAFETY AND SECURITY</th>
<th>COST EFFECTIVENESS</th>
<th>COMMUNITY EFFECTS AND SUPPORT</th>
<th>LAND USE AND ECONOMIC DEVELOPMENT</th>
<th>ENVIRONMENTAL AND AIR QUALITY/CLIMATE EFFECTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bicycle/ Pedestrian Facilities Enhancements</td>
<td>Magnitude of surface condition improvement</td>
<td>Number of users</td>
<td>Effect of Bicycle Comfort Index</td>
<td>Cost per user</td>
<td>Residential effects: right-of-way, noise, aesthetics, other</td>
<td>Business effects: right-of-way, access, noise, traffic, parking, freight access other</td>
<td>Air Quality/Climate effects</td>
</tr>
<tr>
<td></td>
<td>Magnitude of improvement of other infrastructure elements</td>
<td>Effect on travel time/ access/ connectivity for existing users</td>
<td>Effect on pedestrian safety</td>
<td>Cost per linear mile</td>
<td>Public, local government, legislative, and regional support</td>
<td>Sustainable development effects</td>
<td>Water quality/supply effects; wetlands effects</td>
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<tr>
<td></td>
<td>Consistent with State Bicycle and/ or Pedestrian Plans</td>
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**Total Score (-18 to +18)**
# STATE PROJECT EVALUATION CRITERIA

## Highway-funded Improvement/Expansion Projects

<table>
<thead>
<tr>
<th>PROJECT TYPE</th>
<th>THRESHOLD TRANSPORTATION CRITERIA</th>
<th>OTHER IMPACT CRITERIA</th>
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<tbody>
<tr>
<td></td>
<td>Condition and Service Quality</td>
<td>Mobility</td>
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<tr>
<td>Arterials/Intersection</td>
<td>Magnitude of pavement condition improvement</td>
<td>Effect on magnitude and duration of congestion</td>
</tr>
<tr>
<td>Major Highways</td>
<td>Magnitude of improvement of other infrastructure elements</td>
<td>Effect on travel time and connectivity/access</td>
</tr>
<tr>
<td></td>
<td>NHS Status</td>
<td>Effect on service to minority or low income neighborhoods</td>
</tr>
<tr>
<td></td>
<td>Effect on other modes using facility</td>
<td>Cost per AADT</td>
</tr>
<tr>
<td></td>
<td>Effect on regional and local traffic</td>
<td>Effect on development and redevelopment of housing stock</td>
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</table>

Total Score (-18 to +18)
# FFY 2015-2018 Transportation Improvement Program (TIP)

**List of Highway Projects Evaluated Using Transportation Evaluation Criteria (TEC)**

<table>
<thead>
<tr>
<th>Description</th>
<th>ID</th>
<th>TEC Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abington- Safe Routes to School (Center School)</td>
<td>605693</td>
<td>TBD</td>
</tr>
<tr>
<td>Weymouth- Abington- Reconstruction &amp; Widening on Route 18 (Main Street) from Highland Place to Route 139 (4.0 Miles) Includes Rehab of W-32-013, Route 18 over the Old Colony Railroad (MBTA)</td>
<td>601630</td>
<td>TBD</td>
</tr>
<tr>
<td>Brockton- Signal &amp; Intersection Improvements @ Route 123 (Belmont Street)/Linwood Street/ Lorraine Avenue</td>
<td>606036</td>
<td>8.10</td>
</tr>
<tr>
<td>Brockton- Intersection Improvements @ Crescent Street (Route 27)/Quincy Street/Massasoit Boulevard</td>
<td>606143</td>
<td>8.25</td>
</tr>
<tr>
<td>Brockton- Resurfacing &amp; Related Work on Perkins Avenue, from Summer Street to Main Street (2,800 FT.)</td>
<td>601642</td>
<td>8.00</td>
</tr>
<tr>
<td>Duxbury- Intersection Improvements @ Kingstown Way (Route 53) &amp; Winter Street</td>
<td>603462</td>
<td>TBD</td>
</tr>
<tr>
<td>Duxbury- Signal Installation @ Route 3 (NB &amp; SB) Ramps &amp; Route 3A (Tremont Street)</td>
<td>606002</td>
<td>TBD</td>
</tr>
<tr>
<td>Easton- Route 138 @ Union Street Signalization and Geometric Improvements</td>
<td>607438</td>
<td>7.85</td>
</tr>
<tr>
<td>Easton- Corridor Improvements on Depot Street (Route 123), from Newell Circle to Washington Street (Route 138)</td>
<td>607217</td>
<td>7.00</td>
</tr>
<tr>
<td>Easton- Intersection Improvements @ Route 138 &amp; Turnpike Avenue</td>
<td>604098</td>
<td>6.45</td>
</tr>
<tr>
<td>Halifax- Rehabilitation of Monponsett Street (Route 58) from Plympton T.L. to Lingan Street</td>
<td>606379</td>
<td>7.55</td>
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<tr>
<td>Kingston- Reconstruction on Route 106 (Main Street, Wapping Road) (5,300 Feet)</td>
<td>601164</td>
<td>9.00</td>
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<tr>
<td>Pembroke- Reconstruction on Route 14, from the Hanson T.L. to Route 53</td>
<td>604957</td>
<td>7.00</td>
</tr>
<tr>
<td>Pembroke- Rehabilitation of Route 36 from Route 27 to Route 14</td>
<td>600380</td>
<td>6.14</td>
</tr>
<tr>
<td>Pembroke- Route 53 at Pleasant Street Signalization and Geometric Improvements</td>
<td>607337</td>
<td>8.00</td>
</tr>
<tr>
<td>Plymouth- Improvements on Obery Street, from South Street to A.A. Caranci Way/Plymouth North H.S. Drive Intersection</td>
<td>606264</td>
<td>7.97</td>
</tr>
<tr>
<td>Plymouth- Reconstruction of Taylor Avenue, from White Horse Road to Manomet Point Road, Includes P-13-010</td>
<td>604596</td>
<td>8.00</td>
</tr>
<tr>
<td>Stoughton- Intersection Improvements &amp; Related Work at Washington Street (Route 138) &amp; Central Street</td>
<td>607403</td>
<td>9.32</td>
</tr>
<tr>
<td>Stoughton- Reconstruction of Turnpike Street</td>
<td>607214</td>
<td>7.00</td>
</tr>
<tr>
<td>West Bridgewater- Reconstruction on Route 106, from Route 28 (Central Square) to Easton T.L.</td>
<td>603456</td>
<td>TBD</td>
</tr>
</tbody>
</table>

*(Old Colony Planning Council (OCPC) - March 2014)*
Appendix L

Old Colony MPO Approval of 2014 Old Colony MPO Title VI Report
OLD COLONY METROPOLITAN PLANNING ORGANIZATION (MPO)

2014 OLD COLONY TITLE VI REPORT

ENDORSEMENT OF 2014 OLD COLONY TITLE VI REPORT

This is to certify that the Signatories of the Old Colony Metropolitan Planning Organization, at their Old Colony MPO meeting on June 24, 2014, hereby approve and endorse the 2014 Old Colony Title VI Report in its entirety for the Old Colony Region, in accordance with the certified 3C Transportation Planning Process.

Richard Davey, Secretary and CEO
Massachusetts Department of Transportation

Frank DePaola, P.E., Highway Administrator
Massachusetts Department of Transportation

Reinald G. Ledoux, Jr., Administrator
Brockton Area Transit

Lee Hartmann, AICP, President
Old Colony Planning Council

The Honorable Bill Carpenter, Mayor
City of Brockton

Kenneth Tavares, Chairman
Plymouth, Board of Selectmen

Eldon Moreira, Member
West Bridgewater, Board of Selectmen

Daniel Salvucci, Vice-Chairman
Whitman, Board of Selectmen

6/24/14

6/24/14

6/24/14

6/24/14
Meeting Minutes of the June 24, 2014 Old Colony MPO Meeting will be added.

In the interim, please refer to the Old Colony MPO Signatory approval page earlier in the document, for the MPO’s approval of the 2014 Old Colony Title VI Report.