

2014

**TITLE VI  
NONDISCRIMINATION  
COMPLIANCE PLAN FOR THE  
TULSA TRANSPORTATION  
MANAGEMENT AREA**

INCOG Transportation Planning Division

## PURPOSE

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

*Title VI of the 1964 Civil Rights Act:*

([http://www.fhwa.dot.gov/environment/title\\_vi.htm](http://www.fhwa.dot.gov/environment/title_vi.htm))

*Civil Rights Restoration Act of 1987:*

([http://www.fhwa.dot.gov/environment/ejustice/facts/restoration\\_act.htm](http://www.fhwa.dot.gov/environment/ejustice/facts/restoration_act.htm))

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## **SECTION 1 – INTRODUCTION**

### **1.1 About INCOG**

The Indian Nations Council of Governments (INCOG) is a voluntary association of northeast Oklahoma governments in Creek, Osage, Rogers, Tulsa, and Wagoner counties. INCOG's purpose is to promote economy and efficiency in government by providing a forum for regional cooperation and by supporting members with planning, development, management, research, and coordination services.

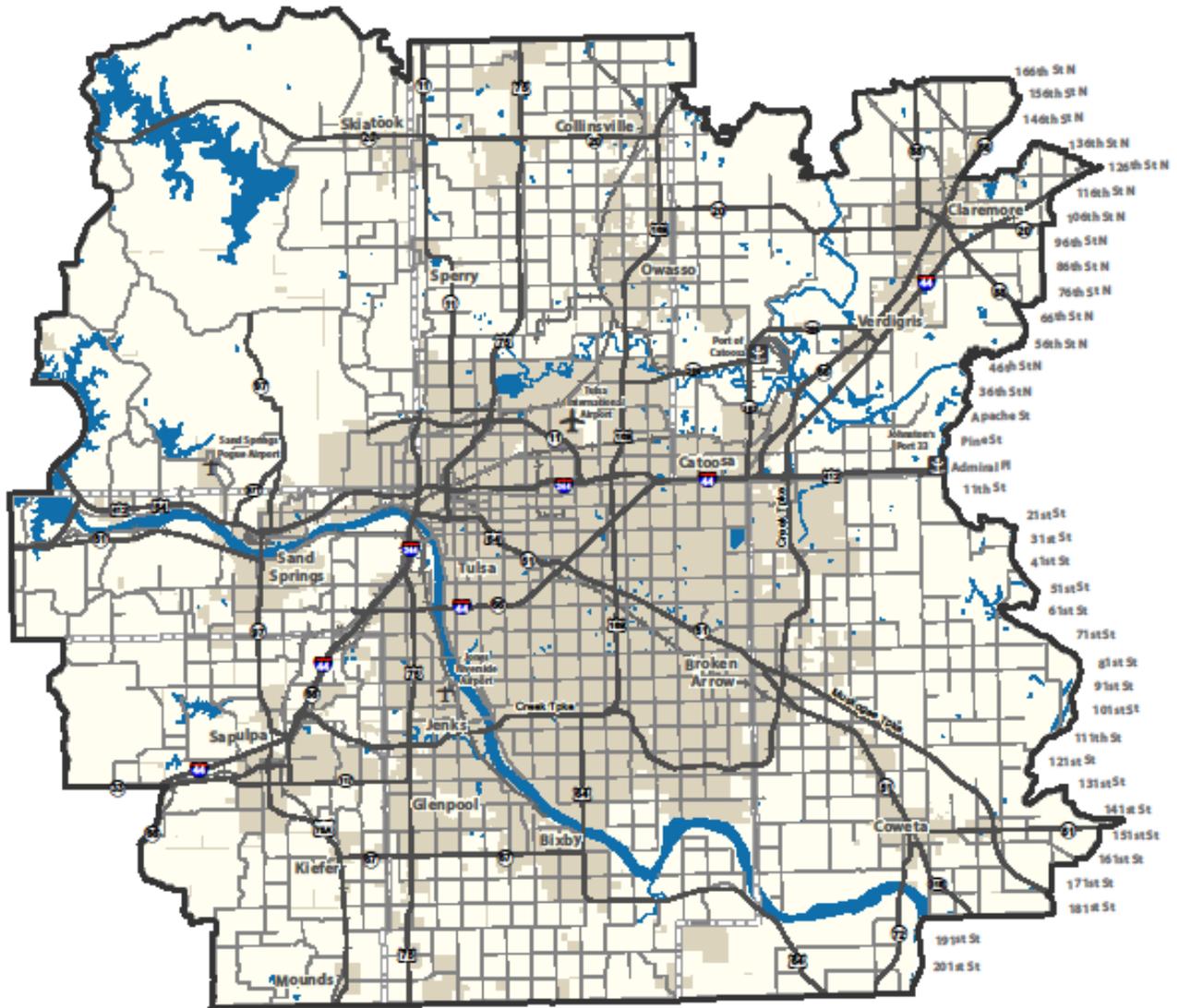
INCOG was designated by the Governor of Oklahoma as the Metropolitan Planning Organization (MPO) for the Tulsa metropolitan area, in accordance with Federal law. As the MPO, INCOG, in cooperation with the Oklahoma Department of Transportation (ODOT) and the Metropolitan Tulsa Transit Authority (MTTA), is responsible for the development of regional transportation plans and programs for the Tulsa Transportation Management Area (TMA), as shown on *page 6*. The 1,442 square-mile TMA is comprised of Tulsa County and portions of Creek, Osage, Rogers, and Wagoner counties. The area includes the cities of Bixby, Broken Arrow, Catoosa, Claremore, Collinsville, Coweta, Fair Oaks, Glenpool, Jenks, Kiefer, Owasso, Sand Springs, Sapulpa, Skiatook, Sperry, Verdigris, and Tulsa. According to the 2012 US Census data, the Tulsa metropolitan area has 951,880 residents, all needing reliable, convenient, and safe transportation opportunities.

The process of developing transportation plans and programs provides for consideration of all modes of transportation and is continuing, cooperative, and comprehensive. The Transportation Technical Advisory Committee (TTC) serves as an advisory group to the Transportation Policy Committee (TPC), providing technical expertise in the development of transportation plans and programs for the Tulsa metropolitan area. The TPC is the forum in the local decision-making process for policy development and adoption related to transportation planning, program development, and operation within the Tulsa TMA. Upon approval by the TPC, transportation plans and programs are forwarded to the sponsoring local governments for information and review, to the

INCOG Board of Directors for endorsement, and the Tulsa Metropolitan Area Planning Commission (TMAPC) for inclusion in the Comprehensive Plan.

The INCOG Transportation Planning Division staff is responsible for projects identified in the annual Unified Planning Work Program (UPWP). Staff members prepare transportation planning, policy, and program recommendations as required to complete UPWP work tasks or in response to specific requests from the TPC. Staff also provides routine technical support to the TPC, TAC, TMAPC, MTTA, INCOG Board of Directors, and various local governments and agencies.

# Tulsa Transportation Management Area



- Highways
- Arterial Streets
- Railroad
- Bodies of Water
- Corporate Limits (Cities and Towns)
- County Boundaries
- Transportation Management Area Boundary



## 1.2 Document Purpose

The purpose of this document is to ensure that the INCOG Transportation Planning Division complies with Title VI of the Civil Rights Act of 1964 and related statutes regarding nondiscrimination and environmental justice.

Enforcement of the latter statutes is covered by this document to the extent that they relate to prohibiting discrimination on the grounds of race, color, and national origin in programs receiving Federal financial assistance. Responsibility for enforcing Title VI and nondiscrimination rests with the Federal agencies that extend financial assistance. INCOG's actions in enforcing nondiscrimination will include:

- Consider all individual input.
- Ensure that the level and quality of transportation planning and products is provided equitably and without regard to race, color, national origin, disability or income.
- Recognize specific and prominent community issues and circumstances.
- Identify mechanisms for eliciting involvement from low-income, minority, and other residents and representatives as outlined in the Public Participation Plan.
- Provide access to information for all individuals and other interested parties.
- Avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects of transportation planning programs and activities on minority populations, persons with disabilities, and low-income populations.
- Ensure the full and fair participation of all affected populations to transportation planning programs and activities that affect minority populations, Limited English Proficiency (LEP) individuals, persons with disabilities, and low-income populations.

- Prevent the denial, reduction, or delay in assistance related to transportation planning programs and activities that benefit minority populations, Limited English Proficiency (LEP) residents, persons with disabilities, and low-income populations.
- Document all outreach, research, planning, project/program development and other activities.

### 1.3 Definitions

The following terms are defined for the purpose of this document.

#### General Terms

**Title VI** - refers to Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4. Where appropriate, this term also refers to the civil rights provisions of other Federal statutes to the extent that they prohibit discrimination on the grounds of race, color, national origin, sex, age, and disability in programs receiving Federal financial assistance of the type subject to Title VI itself.

**INCOG** - refers to the Indian Nations Council of Governments in its capacity as the Metropolitan Planning Organization for transportation planning for the Tulsa Transportation Management Area.

**DOJ** - refers to the United States Department of Justice.

**DOT** - refers to the United States Department of Transportation.

**FHWA** - refers to the Federal Highway Administration.

**FTA** – refers to the Federal Transit Administration.

**NHTSA** - refers to the National Highway Traffic Safety Administration.

**Program** - refers to programs and activities receiving Federal financial assistance subject to Title VI.

*Race, Color, and National Origin Classifications* (where designation of persons by race, color or national origin is required, the following groups, based on US Census definitions, shall be used).

**American Indian or Alaska Native** - refers to person(s) having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

**Asian** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, china, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**Native Hawaiian or Other Pacific Islander** - Refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other.

**Black or African American (not of Hispanic Origin)** - refers to person(s) having origins in any of the Black racial groups of Africa.

**Hispanic or Latino** - refers to person(s) of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race.

**White (not of Hispanic Origin)** - refers to person(s) having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**Multiracial Populations** - refers to people having origins in more than one of the federally designated racial categories.

### **Other Nondiscrimination Classifications**

**Disparate Impact** – refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.

**Disproportionate Effect:** (1) an effect predominately borne by members of identified populations; (2) an effect suffered by members of an identified populations that is appreciably more severe or greater in magnitude than the adverse effect that will be suffered by those not in the identified populations; (3) an incidence (or prevalence) of an effect, a risk of an effect, or likely exposure to environmental hazards, that would potentially cause adverse effects on members of identified populations that significantly exceeds that experienced by a comparable reference population.

**Elderly** – person(s) age 65 and older.

**Individual with a disability** – person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment.

**LEP – (Limited English Proficiency)** Refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

**Low Income** - person(s) who live in areas with 51% or more of households below 80% of the median household income for an area.

**Single Parent Female-Headed Household** – household including children younger than 18 headed by an unmarried female parent/guardian.

**Youth** – person(s) younger than 18.

*Refer to FTA Circular 4702.1B*

*([http://www.fta.dot.gov/documents/FTA\\_Title\\_VI\\_FINAL.pdf](http://www.fta.dot.gov/documents/FTA_Title_VI_FINAL.pdf)) for additional definitions.*

## 1.4 Groups Evaluated

The Federal Highway Administration (FHWA) 2000 publication *An Overview of Transportation and Environmental Justice* presented three fundamental Environmental Justice principles:

- 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.

The Office of Management and Budget (OMB) issued *Policy Directive 15, Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity*, in 1997, establishing five minimum categories for data on race. Executive Order 12898 and the DOT and FHWA Orders on Environmental Justice address persons belonging to any of the following groups (as defined in “An Overview of Transportation and Environmental Justice”): American Indian and Alaskan Native, Asian, Black or African American, Hispanic or Latino, or Low Income. Native Hawaiian or Other Pacific Islander was added in 2000.

Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), also requires assurance that “no person shall on the grounds of race, color, or national origin, be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity.” For planning and outreach purposes, the INCOG transportation staff has focused on additional sub-groups often underrepresented in transportation planning. These additional groups are: low income, youth, elderly, female single-parent heads of household, multiracial individuals, and individuals with disabilities.

## 1.5 Authorities and Guidelines

*INCOG is subject to the following Federal acts, authorities, guidelines, regulations, and executive orders in regards to equal treatment and discrimination:*

### Nondiscrimination Statutes

**Title VI of the Civil Rights Act of 1964**, 42 USC 2000, provides in Section 601 that: “No person in the United States shall, on the ground of race, color, or national origin, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

**Section 504 of the Rehabilitation Act of 1973**, 29 USC 790, provides: “No qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity that receives or benefits from Federal financial assistance.”

**Age Discrimination Act of 1975**, USC 6101, provides: “No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

**23 USC 324** provides: “No person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance under this Title or carried on under this title.”

**The Civil Rights Restoration Act of 1987**, P.L. 100-209, provides: Clarification of the original intent of Congress in Title VI of the Civil Rights Act of 1964, Title IX of the Educations Amendments of 1972, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973. It also restores the broad, institution-wide scope and coverage of the nondiscrimination statutes to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not.

**Title II of the Americans with Disabilities Act of 1990**, P.L. 101-336, provides:  
“No qualified individual with a disability shall, by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination by a department, agency, special purpose district, or other instrumentality of a State or local government.”

### **Nondiscrimination Executive Orders**

**E.O. 12250:** DOJ Leadership and Coordination of Nondiscrimination Laws

**E.O. 12898:** Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations

### **Nondiscrimination Regulations**

**28 CFR 35:** DOJ regulations governing Nondiscrimination on the basis of disability in State and Local Government Services

**28 CFR 36:** DOJ regulations governing nondiscrimination on the basis of disability in public accommodations and commercial facilities

**28 CFR 41:** Implementation of Executive Order 12250, Nondiscrimination on the basis of handicap in federally assisted programs

**28 CFR 42, Subpart C:** DOJ’s regulation implementing Title VI of the Civil Rights Act of 1964

**28 CFR 50.3:** DOJ’s Guidelines for enforcement of Title VI of the Civil Rights Act of 1964

**49 CFR 21:** DOT’s Title VI regulation

**49 CFR 27:** DOT’s regulation implementing Section 504 of the Rehabilitation Act of 1973

**23 CFR 200:** FHWA’s Title VI regulation

**23 CFR 1235:** FHWA and NHTSA joint regulation governing Uniform System for Parking for People with Disabilities

**49 CFR 21:** FTA's Title VI regulation

### **Nondiscrimination Directives**

**DOT ORDER 1000.12:** Implementation of the DOT Title VI Program

**DOT ORDER 1050.2:** Standard Title VI Assurances

### **Additional Documents**

In addition to the above-listed statute and regulations the following documents incorporate Title VI principles:

**DOT LEP Guidance 70 FR 74087, (December 14, 2005):** The Department's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons. This guidance is based on the prohibition against national origin discrimination in Title VI of the Civil Rights Act of 1964, as it affects limited English proficient persons.

**Section 12 of FTA's Master Agreement:** Provides, in pertinent part, that recipients agree to comply, and assure the compliance of each subrecipient, lessee, third party contractor, or other participant at any tier of the Project, with all provisions prohibiting discrimination on the basis of race, color, or national origin of Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. §§ 2000d et seq., and with U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21. Except to the extent FTA determines otherwise in writing, recipients agree to follow all applicable provisions of the most recent edition of FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," and any other applicable Federal directives that may be issued. Unless FTA states otherwise in writing, the Master Agreement requires all recipients to comply with all applicable Federal directives.

## 1.6 Non-discrimination Policy Statement

INCOG Affirms:

1. Title VI of the Civil Rights Act of 1964 prohibits discrimination in federally assisted programs. Title VI was amended by the Civil Rights Restoration Act of 1987 (P.L. 100-259), effective March 22, 1988. This Act expanded the definition of the terms “programs or activities” to include all of the operations of an education institution, governmental entity, or private employer that receives Federal funds if any part of that entity receives Federal funds.
2. INCOG has been designated the Metropolitan Planning Organization (MPO) for the Tulsa Transportation Management Area (TMA). It is the policy of INCOG to ensure compliance with the Title VI of the Civil Rights Act of 1964 and all related statutes or regulations in all programs and activities it administers.
3. As part of the Transportation Planning process, INCOG will take steps to ensure that no person shall on the grounds of race, color, national origin, sex, age or disability be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any transportation program or activity, its recipients, sub-recipients, and contractors.
4. INCOG delegates nondiscrimination responsibilities to the program managers and charges them with the responsibility to develop and implement procedures and guidelines to adequately monitor their programs.
5. The Transportation Planning Division manager is granted the authority for INCOG’s transportation programs to administer and monitor nondiscrimination as promulgated under Title VI of the Civil Rights Act of 1964 and any subsequent legislation. The manager will provide assistance to recipients, sub-recipients, and any person(s).
6. INCOG recognizes the need for continuous nondiscrimination training for personnel and will facilitate that training on a regular basis.

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**INCOG Executive Director**

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**Date**

## **SECTION 2 - POLICIES AND ORGANIZATION STRUCTURE**

### **2.1 Staffing and Guidance**

Members of the INCOG Transportation Planning staff will be trained to recognize Title VI and other nondiscrimination issues as defined by the authorities listed in Section 1. All staff members are aware of the Division's responsibilities under Title VI and other nondiscrimination legislation, and if discrimination is discovered, know to refer to the complaint procedures. (The following staff listing is provided as a guide for individuals within the Tulsa TMA with questions or complaints.) All aspects of the compliance and complaint process are coordinated by the Transportation Planning Division manager.

#### **INCOG Transportation Planning Staff**

<b>Name</b>	<b>Title</b>	<b>Phone</b>	<b>E-Mail</b>
Rich Brierre	INCOG Executive Director	918.584.7526	rbrierre@incog.org
Ann Domin	INCOG Deputy Director	918.584.7526	adomin@incog.org
Viplav Putta	Transportation Manager	918.584.7526	vputta@incog.org
Kasey St. John	Public Outreach Planner	918.584.7526	kstjohn@incog.org

As appropriate, INCOG staff will coordinate efforts with ODOT, the Federal Highway Administration, and the Federal Transit Administration (FTA) especially during nondiscrimination plan reviews and revisions. If appropriate, individuals who need more information on Title VI regulations and responsibilities or other nondiscrimination issues will be referred to:

**Jenny K. Chong**

State Title VI Branch/Title VI Coordinator  
Office of Civil Rights  
Oklahoma Department of Transportation  
200 N. E. 21<sup>st</sup> Street, Room 1-C5Oklahoma City, OK 73105-3204  
Phone: 405.521.2072  
Toll Free: 1.800.788.4539  
Fax: 405.522.2136  
<http://www.okladot.state.ok.us/civil-rights/title6/index.htm>

## 2.2 Committees/Boards Representation

The Transportation Technical Advisory Committee (TTC) serves the Transportation Policy Committee (TPC) in an advisory capacity on all technical matters concerning transportation systems in the Tulsa Transportation Management Area (TMA). The Committee reviews the Long-Range Transportation Plan, the Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and special studies. It also reviews proposed amendments to the Major Street and Highway Plan (MSHP), as contained within the Comprehensive Plan, if requested by INCOG member entities.

The Transportation Policy Committee (TPC) serves as the forum for policy development and adoption in the local urban transportation planning process as it relates to present and future transportation systems within the Tulsa TMA. The TPC receives recommendations from the TAC to the items listed above. The TPC, upon approval, forwards transportation plans, programs, and documents to the INCOG Board of Directors, acting as the Metropolitan Planning Organization (MPO) for endorsement, to the Tulsa Metropolitan Area Planning Commission (TMAPC) for inclusion in the Comprehensive Plan, and the local governmental units for their information and review.

Members of the Technical Advisory Committee (TTC) and the Technical Policy Committee (TPC) are appointed at the discretion of INCOG's individual member communities. Members are not chosen by INCOG, the MPO. Members typically include city planners, public works directors, engineers, city managers, and county commissioners of local governments in the TMA as well as modal representatives. The chairpersons of the TTC, the TPC, and the INCOG Board of Directors also have the authority to nominate or appoint representatives for several positions related to modal transportation interests. A list of Committee members can be found in the Appendix on *page 80*.

## SECTION 3 – AFFECTED ACTIVITIES

### 3.1 Data Collection

Data from the 2010 US Census was used to construct a demographic profile through Geographic Information System (GIS) analysis of the Tulsa TMA. This process identified the locations and needs of socioeconomic groups, including minority, low-income, persons with disabilities, elderly, and Limited English Proficiency (LEP) populations.

Area Population at a Glance							
Place Name	Population					% Change 2000-2010	% Change 2010-2012
	1980	1990	2000	2010	2012(est)		
Bixby	6,969	9,502	13,336	20,884	22,580	56.6%	8.1%
Bristow	4,702	4,062	4,325	4,222	4,236	-2.4%	0.3%
Broken Arrow	35,761	58,082	74,859	98,850	102,019	32.0%	3.2%
Catoosa	1,772	3,133	5,449	7,151	7,164	31.2%	0.2%
Claremore	12,085	13,280	15,873	18,581	18,867	17.1%	1.5%
Collinsville	3,556	3,612	4,077	5,606	5,873	37.5%	4.8%
Coweta	4,554	6,159	7,139	9,943	9,522	39.3%	-4.2%
Drumright	3,162	2,799	2,905	2,907	2,909	0.1%	0.1%
Fair Oaks	324	1,133	122	103	100	-15.6%	-2.9%
Glenpool	2,706	6,688	8,123	10,808	11,411	33.1%	5.6%
Hominy	3,130	3,229	3,795	3,565	3,558	-6.1%	-0.2%
Jenks	5,876	7,484	9,557	16,924	18,059	77.1%	6.7%
Kiefer	912	962	1,026	1,685	1,818	64.2%	7.9%
Mannford	1,610	1,826	2,095	3,076	3,085	46.8%	0.3%
Mounds	1,086	980	1,153	1,168	1,203	1.3%	3.0%
Owasso	6,149	11,151	18,502	28,915	31,453	56.3%	8.8%
Pawhuska	4,771	3,825	3,629	3,584	3,569	-1.2%	-0.4%
Prue	554	346	433	465	467	7.4%	0.4%
Sand Springs	13,246	15,339	17,451	18,906	19,101	8.3%	1.0%
Sapulpa	15,853	18,074	19,166	20,544	20,793	7.2%	1.2%
Skiatook	3,596	4,910	5,396	7,397	7,660	37.1%	3.6%
Sperry	1,276	937	981	1,206	1,212	22.9%	0.5%
Tulsa	360,919	367,302	393,049	391,906	393,987	-0.3%	0.5%
Verdigris	N/A	N/A	N/A	3,993	4,118	N/A	3.1%
<b>County Totals</b>							
Creek County	59,210	60,915	67,367	69,967	70,651	3.9%	1.0%
Okmulgee County	39,169	36,490	39,685	40,069	39,625	1.0%	-1.1%
Osage County	39,327	41,645	44,437	47,472	47,917	6.8%	0.9%
Pawnee County	15,310	15,575	16,612	16,577	16,474	-0.2%	-0.6%
Rogers County	46,436	55,170	70,641	86,905	88,367	23.0%	1.7%
Tulsa County	470,593	503,341	563,299	603,403	613,816	7.1%	1.7%
Wagoner County	41,801	47,883	57,491	73,085	75,030	27.1%	2.7%
Tulsa Metropolitan Statistical Area (MSA)*	657,367	708,954	803,235	937,478	951,880	16.7%	1.5%

\*The Office of Management and Budget changed the boundaries of the Tulsa MSA from the 5 counties of Creek, Osage, Rogers, Tulsa, & Wagoner to 7 counties adding Okmulgee and Pawnee Counties in 2003

The subsequent pages include Tulsa TMA maps of the following:

- African American Concentrations
- American Indian Concentrations
- Asian Concentrations
- Native Hawaiian Concentrations
- Other Race Concentrations
- Multiracial Concentrations
- Hispanic Concentrations
- Civilian Noninstitutionalized Population 5 Years & Older with a Disability
- Concentrations of Single Female-Headed Households with Children Less than 18
- Population Less than 18 Years Old Concentrations
- Population 65 and Older Concentrations
- Low to Moderate Income Areas and Median Household Income Below Department of Health and Human Services (HHS) Poverty Guidelines by Block Group
- Minority Concentrations

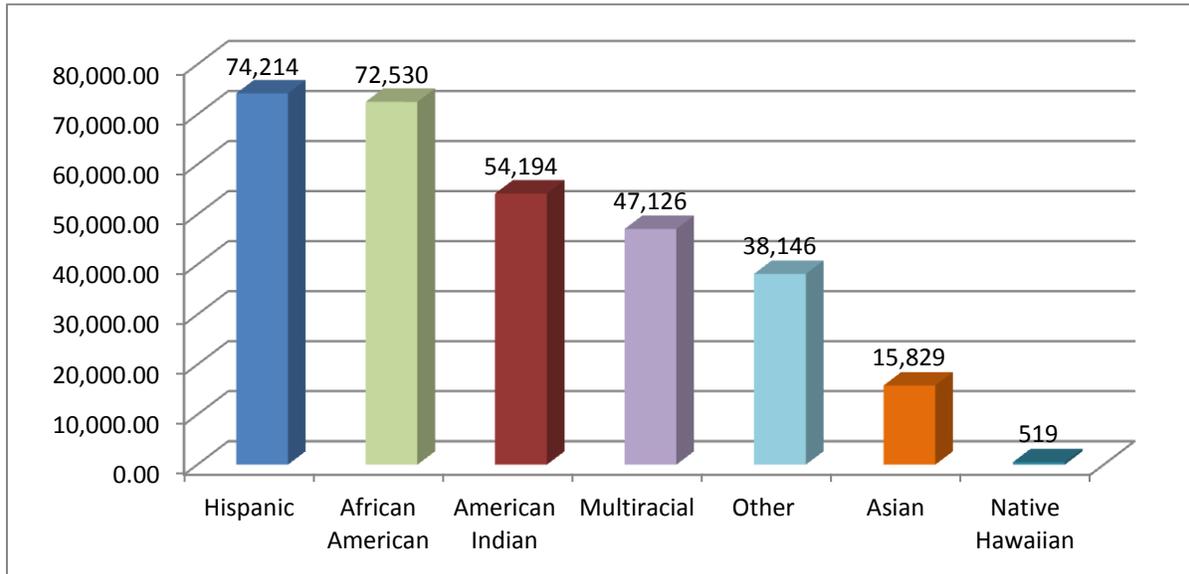
### **Identification and Evaluation of Disparate Impacts**

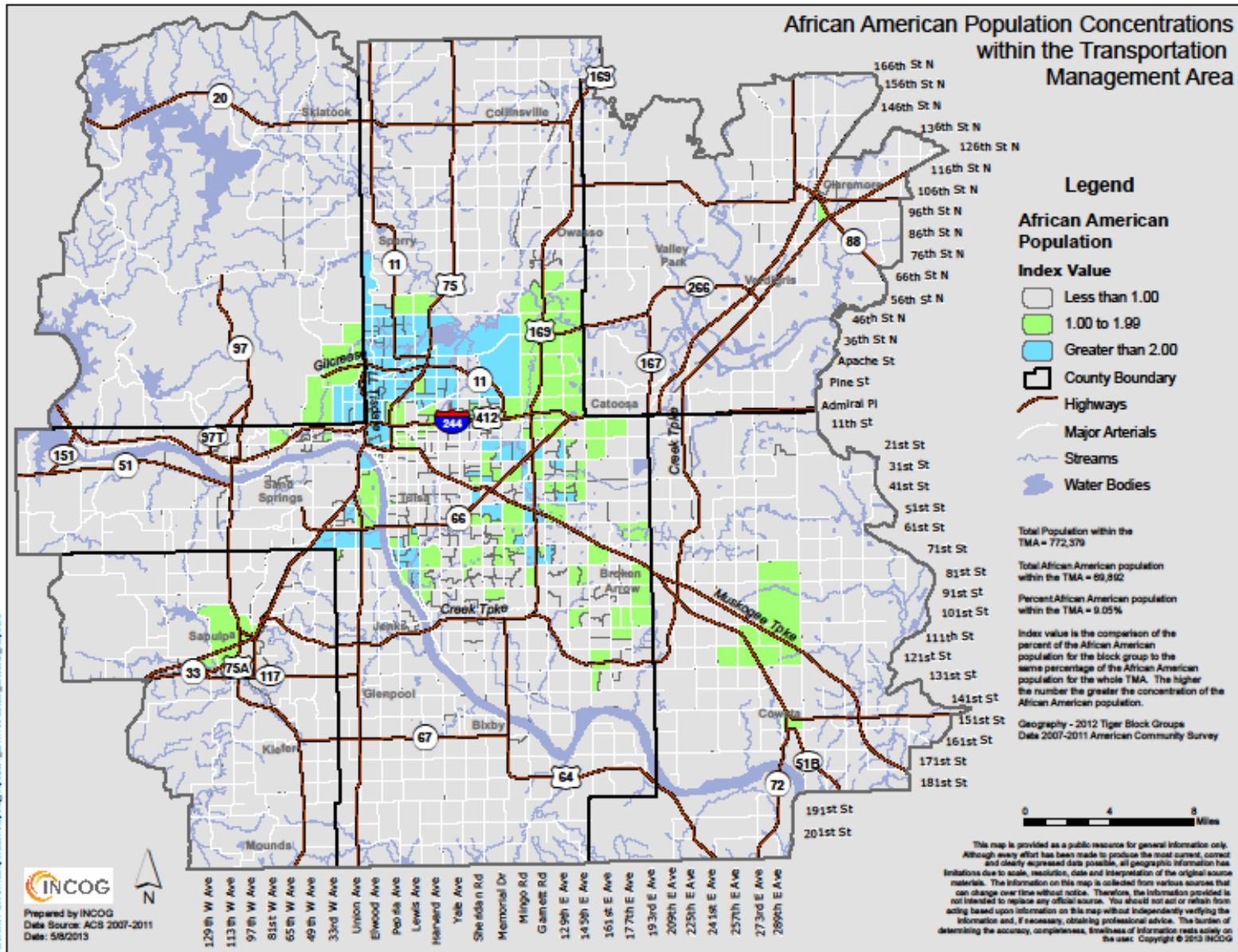
INCOG staff produces maps regularly displaying the geographic distributions of the socioeconomic groups relative to major highway and transit improvements from the Census data. The demographic profile, the maps and analysis are presented to and reviewed by the TTC and TPC committees.

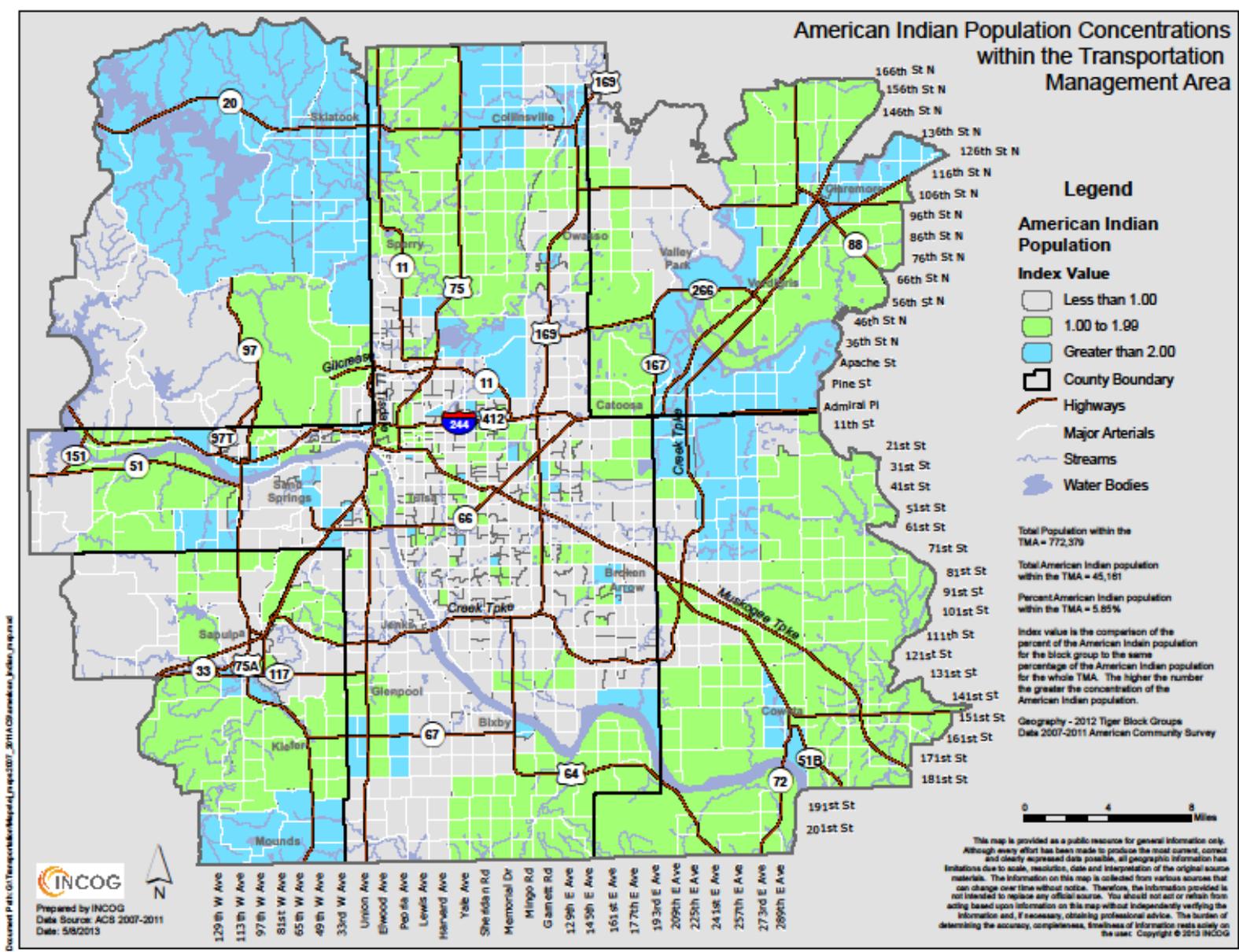
This data is routinely used to analyze the benefits and burdens of the Long-Range Transportation Plan, the Public Transit – Human Services Coordinated Plan, and other proposed transportation projects in the Tulsa TMA, on transportation-disadvantaged groups,

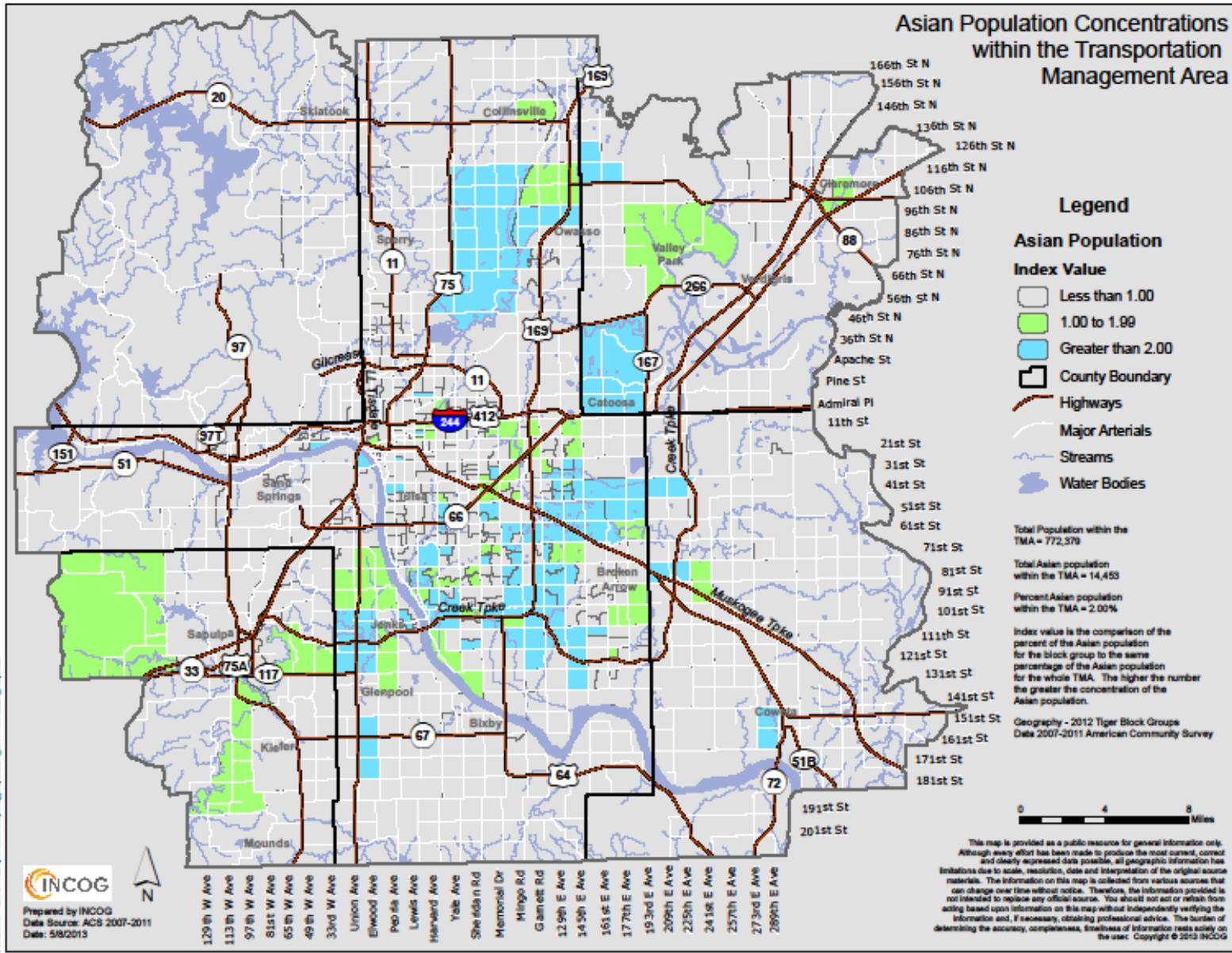
Minority population information obtained from 2010 US Census data showed that the TMA minority population was approximately 23.3% of the general population. The chart below presents the number of TMA residents who belong to each race/ethnicity classification.

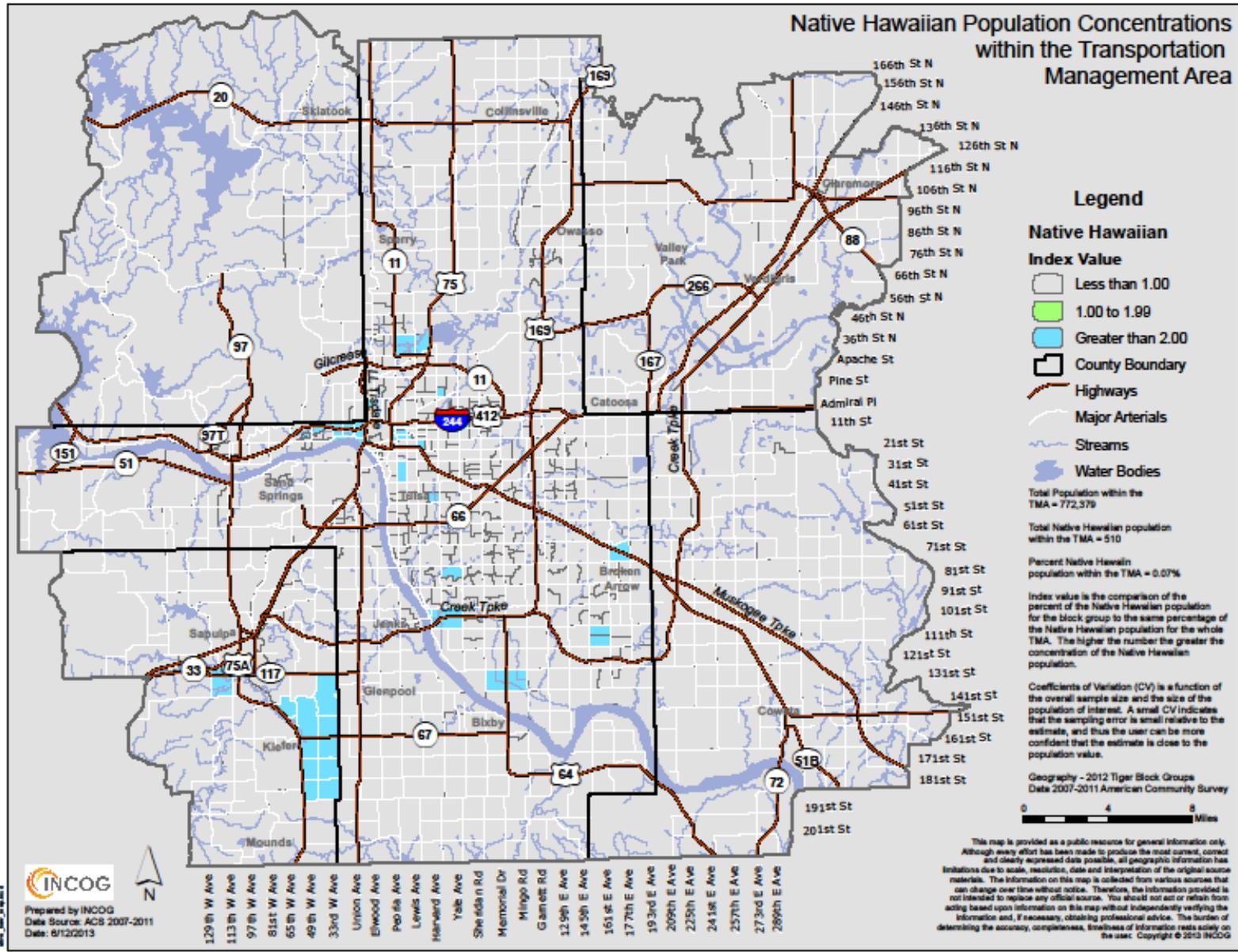
### Minority Race/Ethnicity Residents in the Tulsa TMA – 2010 Census

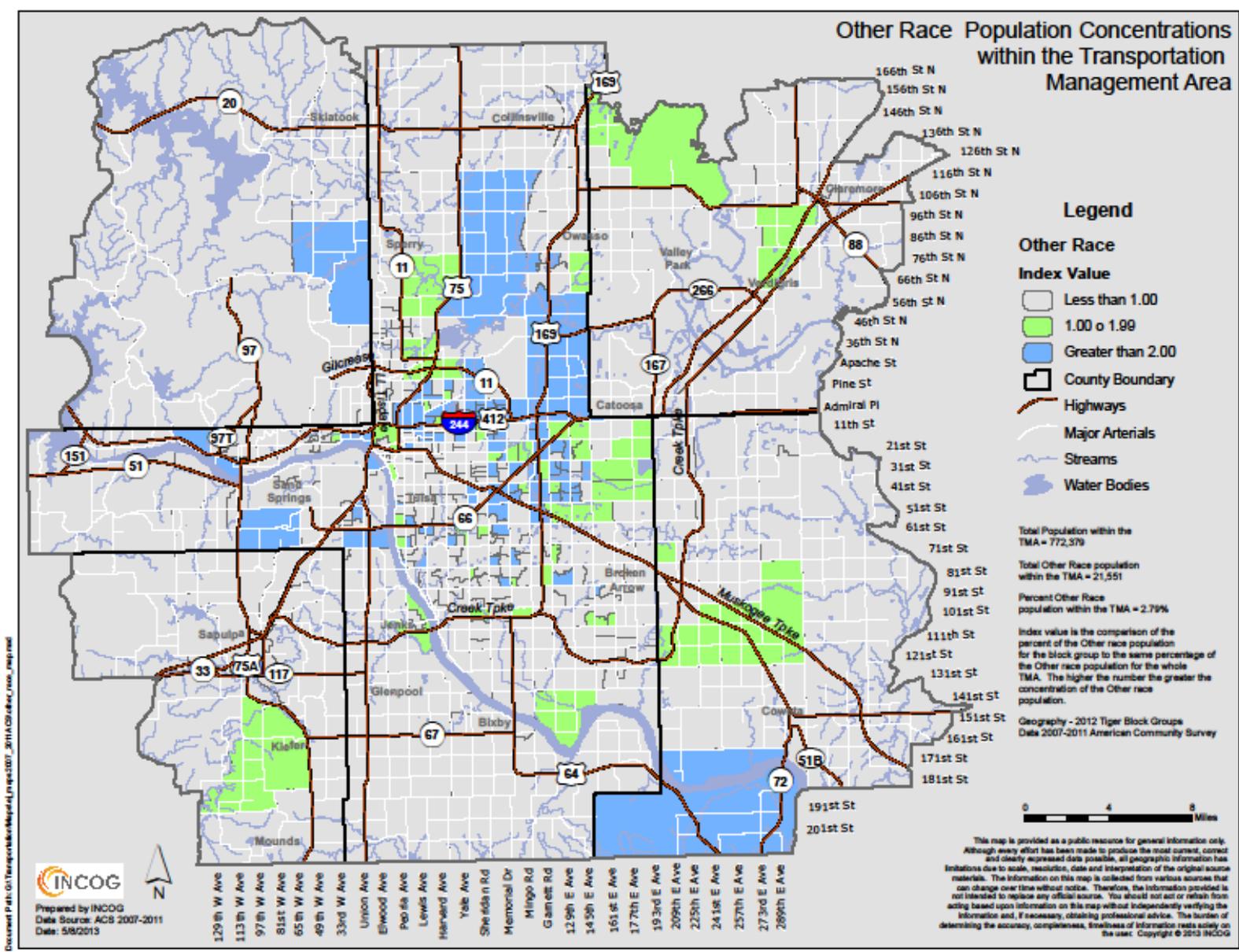


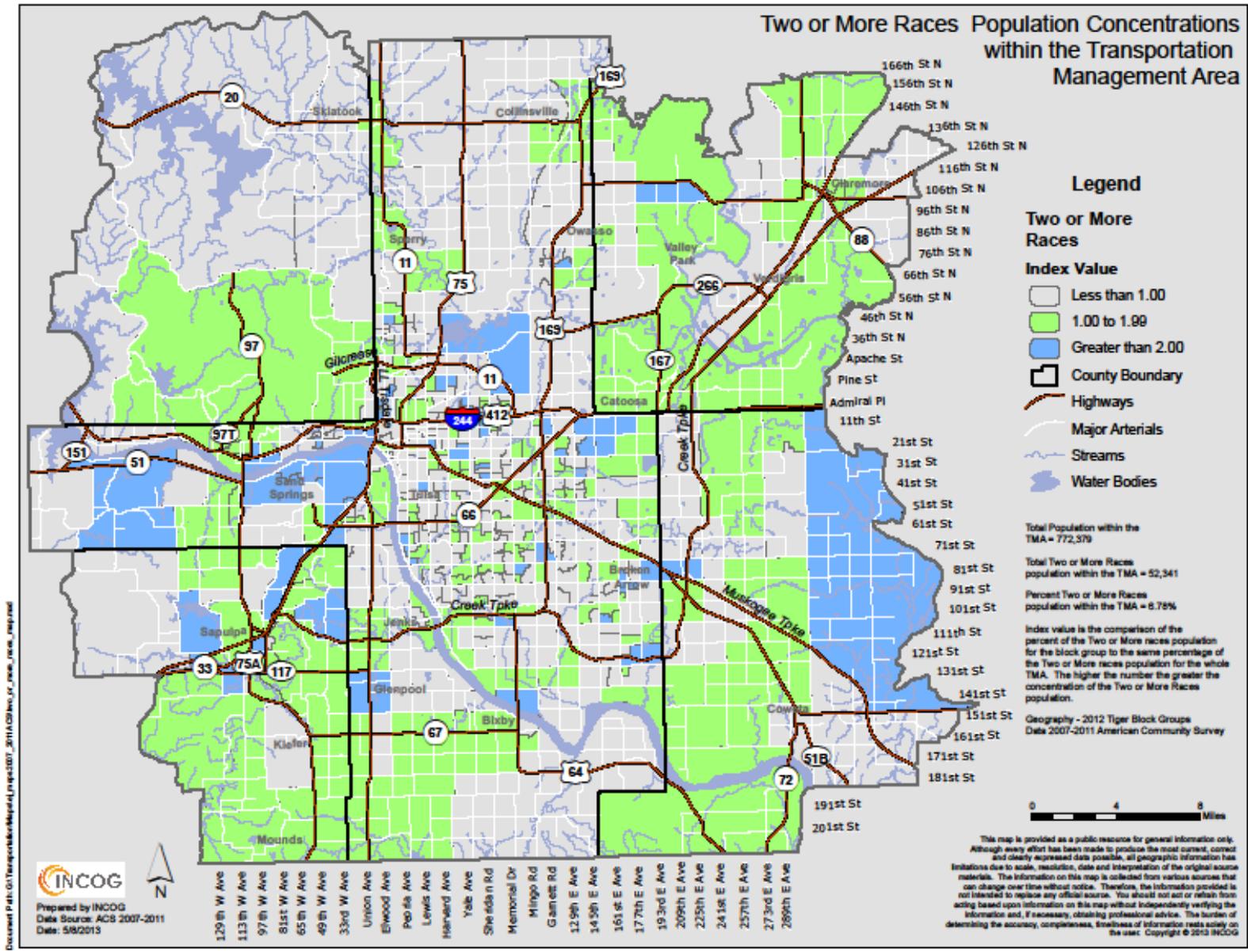


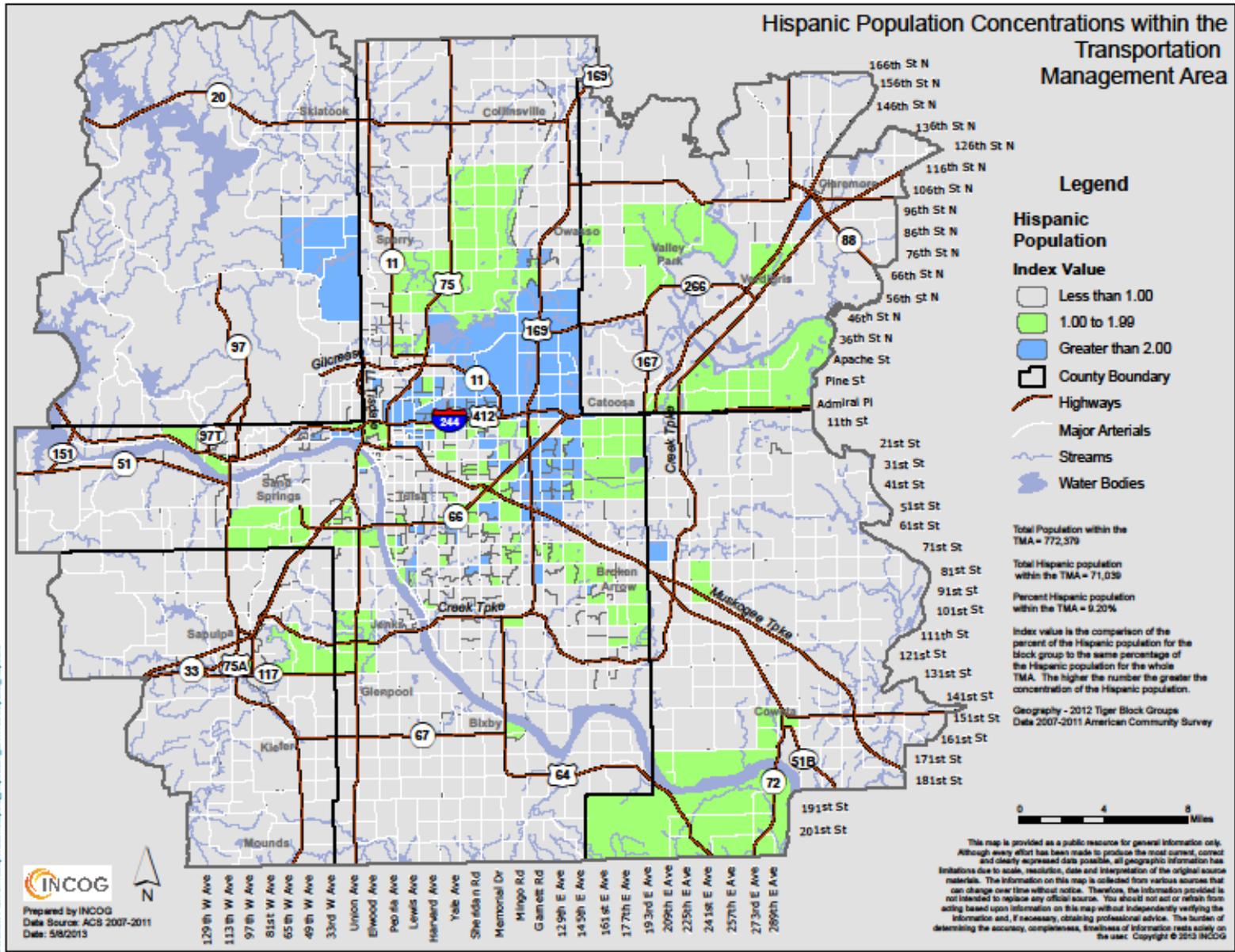








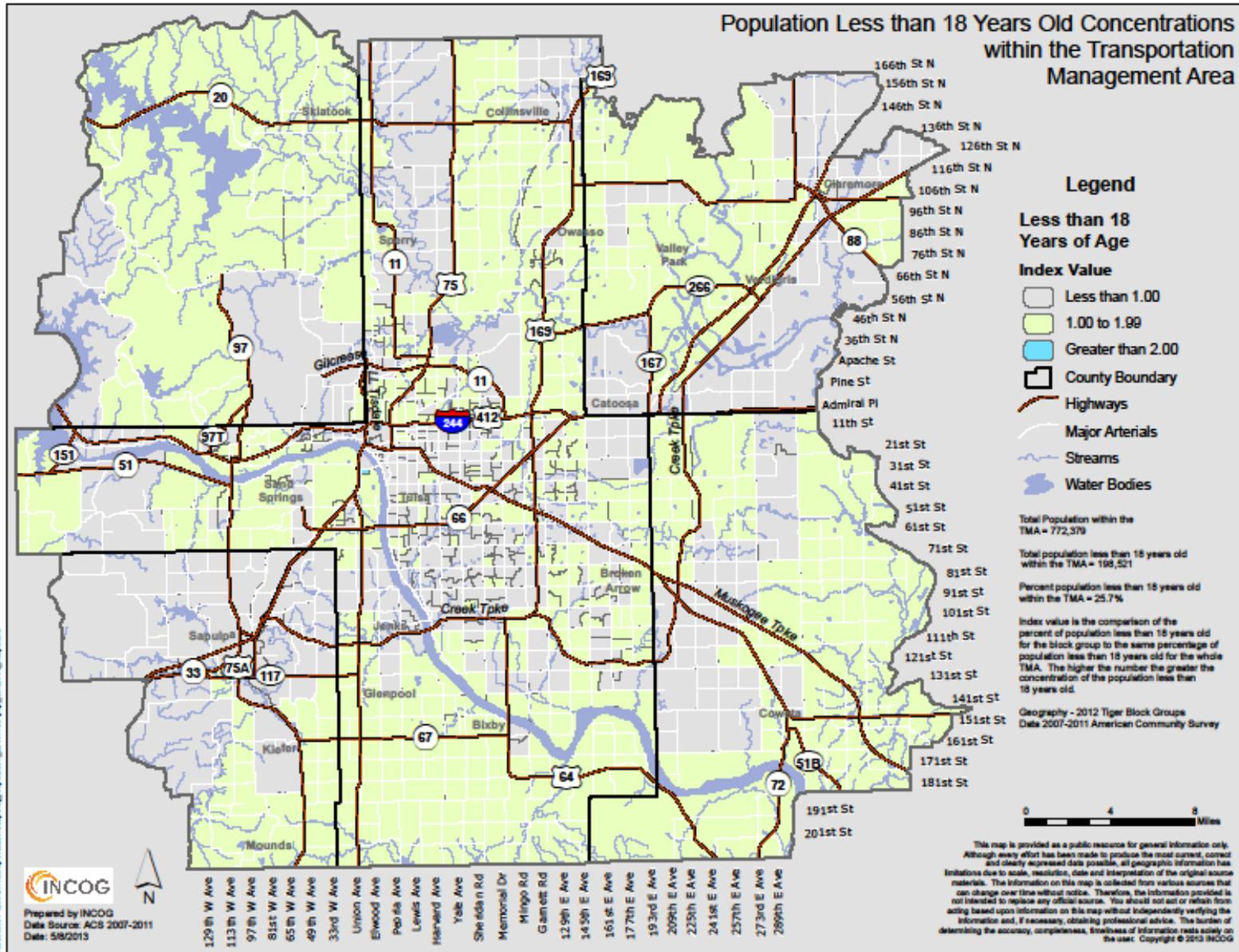








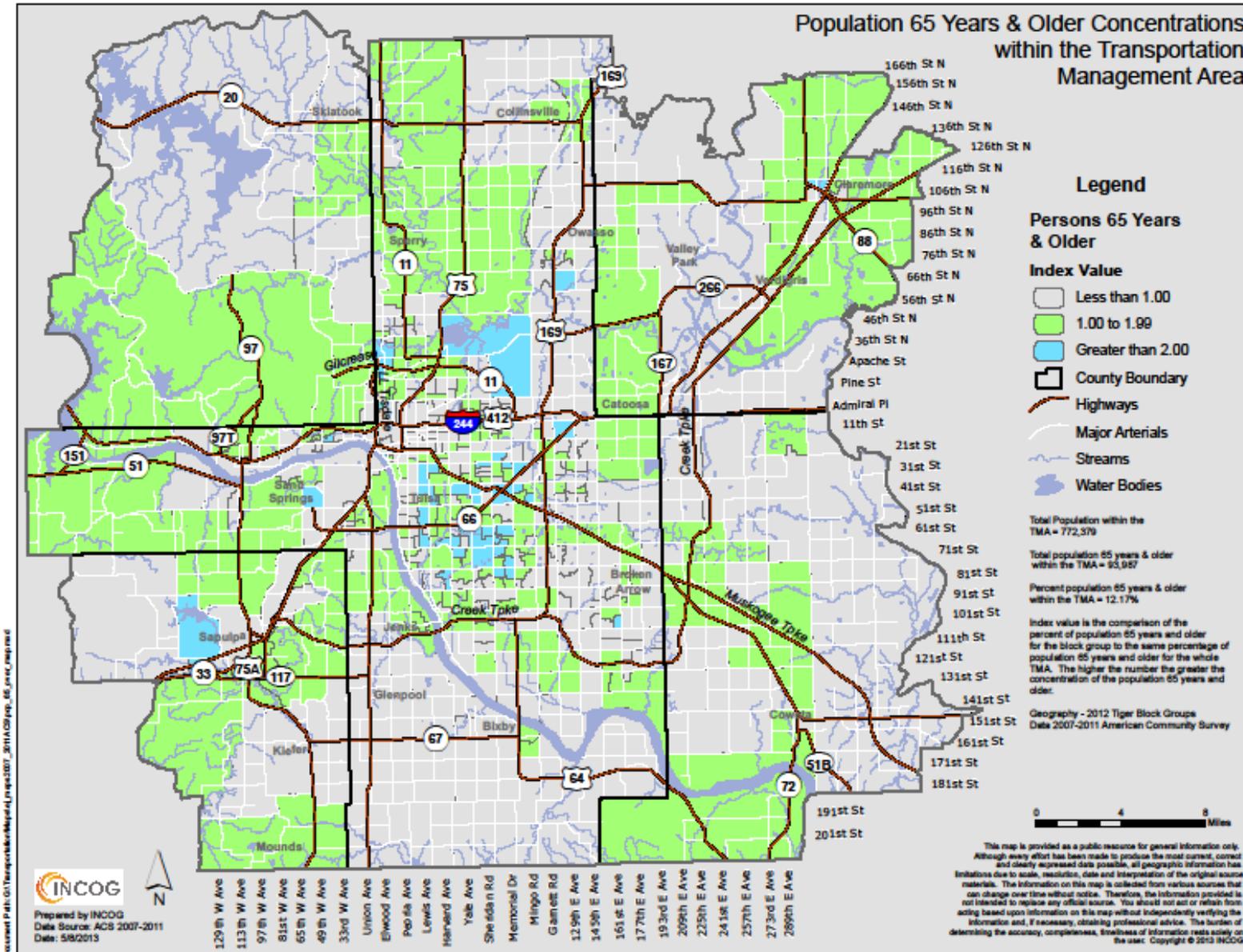
# Population Less than 18 Years Old Concentrations within the Transportation Management Area

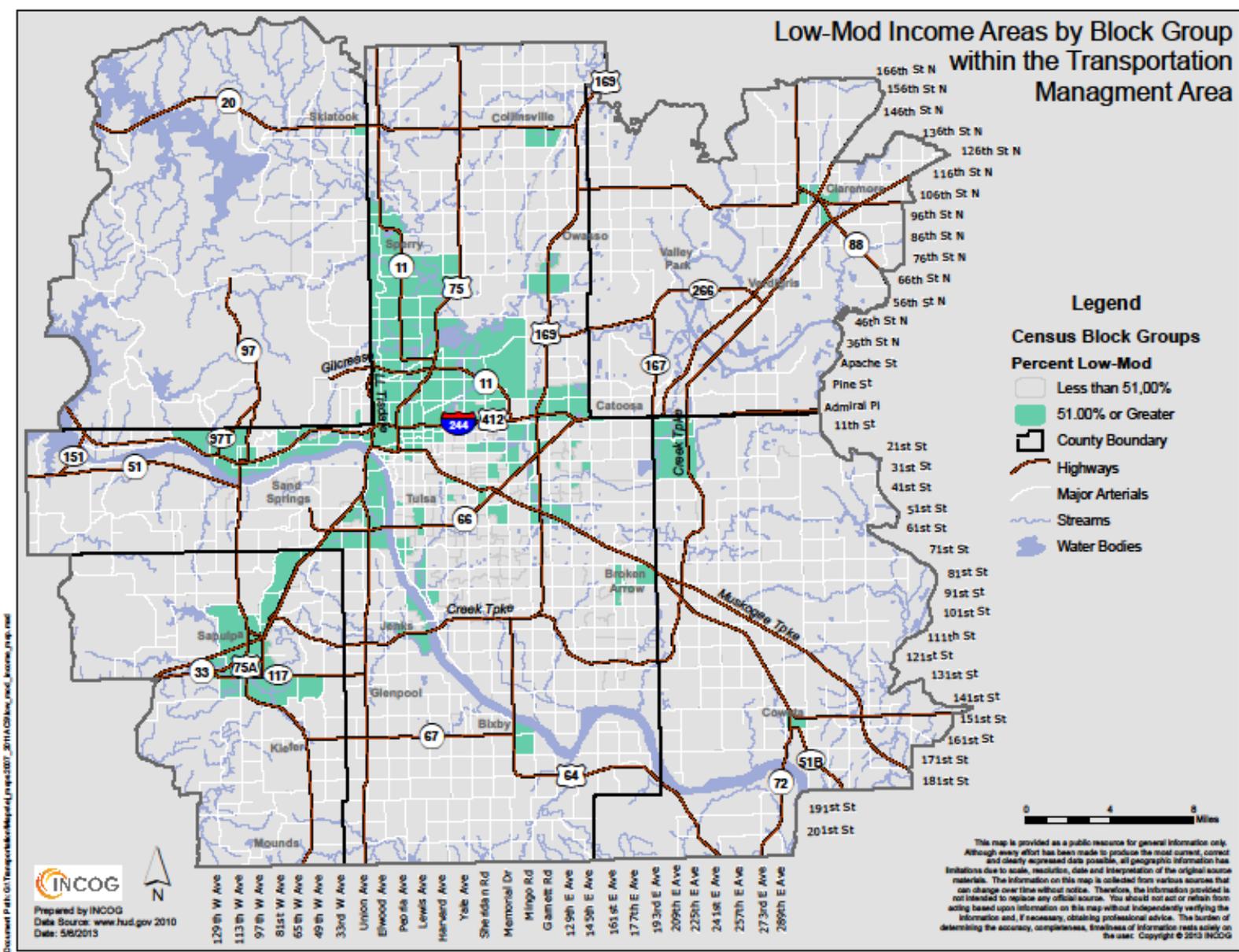


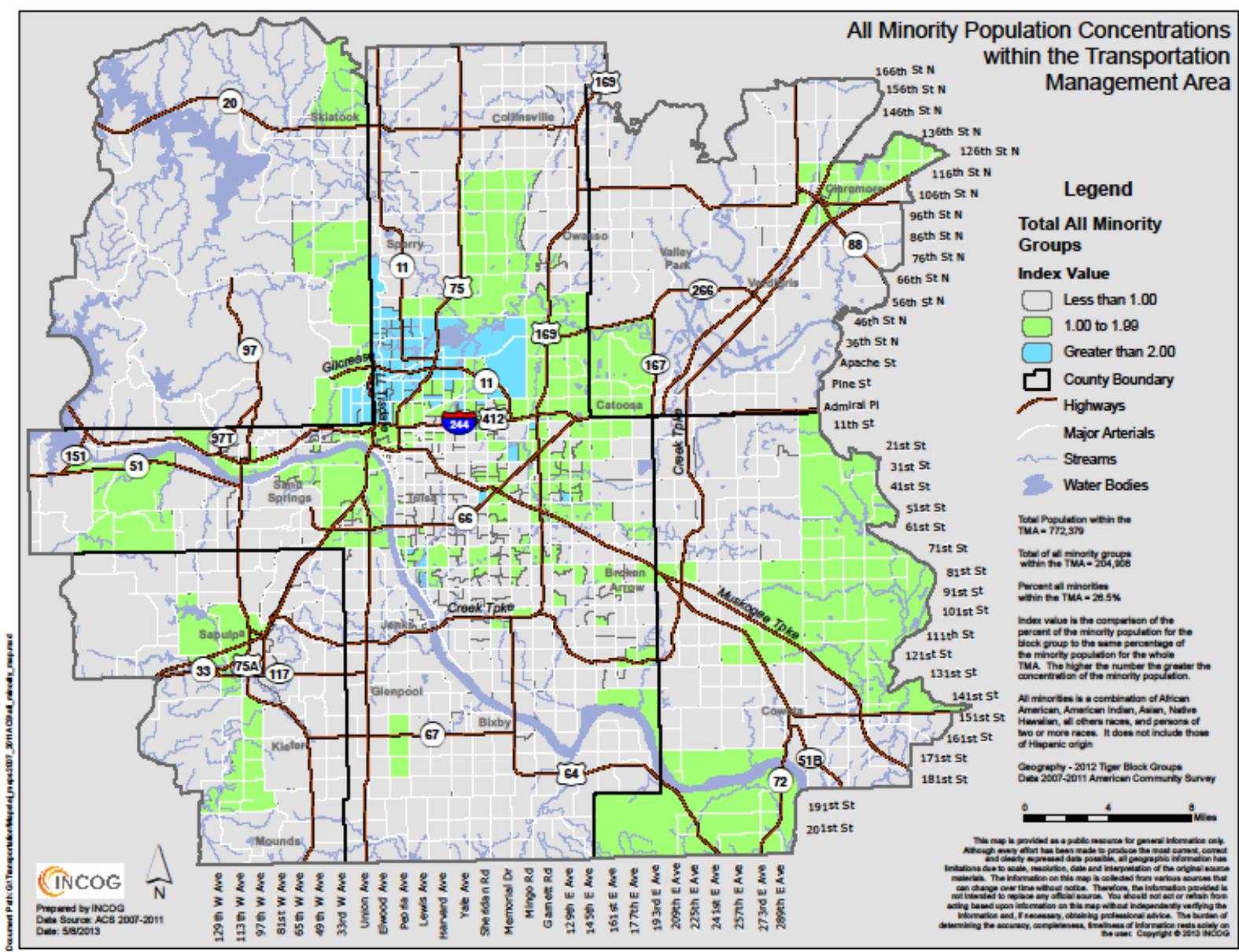
Document Path: G:\Transportation\Mapfield\mapfield\2013\TMA\pop\_less18.mxd

**INCOG**  
Prepared by INCOG  
Date Source: ACS 2007-2011  
Date: 5/8/2013

- 129th W Ave
- 113th W Ave
- 97th W Ave
- 81st W Ave
- 65th W Ave
- 49th W Ave
- 33rd W Ave
- Union Ave
- Elwood Ave
- Papola Ave
- Lewis Ave
- Harvard Ave
- Yale Ave
- Shepherd Rd
- Memorial Dr
- Mingo Rd
- Garnett Rd
- 12.9th E Ave
- 14.3th E Ave
- 16.1st E Ave
- 17.7th E Ave
- 19.3rd E Ave
- 20.9th E Ave
- 22.5th E Ave
- 24.1st E Ave
- 25.7th E Ave
- 27.3rd E Ave
- 28.9th E Ave







## Consideration of Special Populations in Outreach and Planning Activities

The Federal Highway Administration and the Federal Transit Administration reference Health and Human Services (HHS) Federal Poverty Guidelines in determination of poverty. These guidelines are based on the US Census Bureau's poverty thresholds. Tulsa TMA households determined by the 2010 Census to be below the poverty threshold were mapped, as seen on the *Concentrations of Persons in Low to Moderate Income Households in the Transportation Management Area* map on page 32 in this document.

However, for public outreach and planning purposes, the INCOG Transportation Planning Division uses a broader definition of low income that includes more residents. In addition, areas with 51% or more of households that make less than 80% of the median household income (the U.S. Department of Housing and Urban Development (HUD) definition of low/moderate income) were also mapped (see page 32). Using these definitions of low-income allows the Division to extend its planning and outreach considerations.

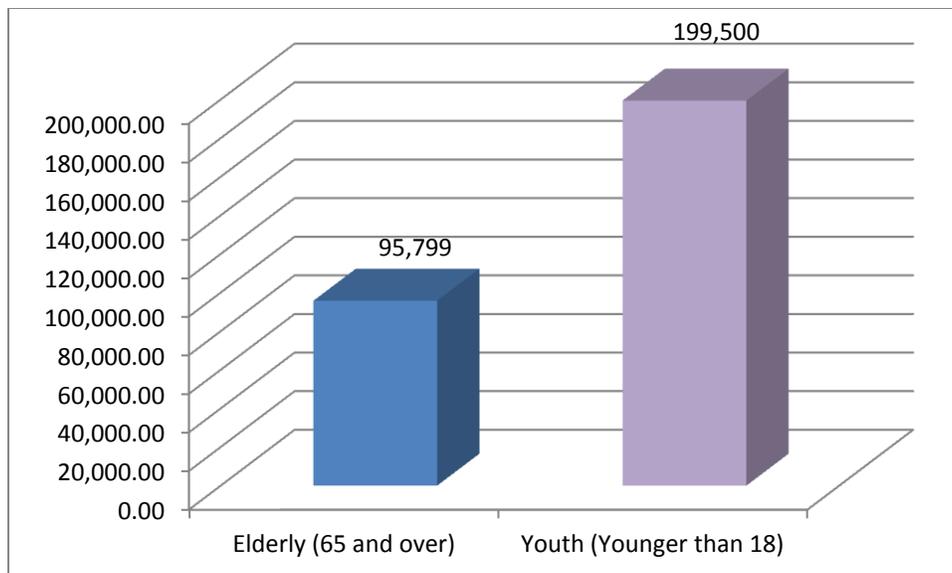
Although the US Census data give a demographic profile of the study area, further research was conducted to identify low-income populations and to gain a better awareness or "sense of place" within those communities. This research included insight from area planning officials and comments submitted by neighborhood and civic organization representatives, as well as the general public. Census data indicate a range of socioeconomic and demographic characteristics within the TMA. Statistically, most of the neighborhoods immediately north and west of Downtown Tulsa were found to have the greatest concentrations of minority populations and households with incomes below the national poverty level.

Areas having high concentrations of elderly and youth were also studied in order to identify possible needs for new or improved facilities and public involvement. Elderly is defined as TMA residents age 65 and older. According to the 2010 US Census, 95,799 persons (12.3% of the general population) in the TMA are age 65 and over. Most of this group is situated within the east and southeast sections of Tulsa's corporate limits.

The youth demographic is often overlooked in the transportation planning process. Just over 199,500 persons in the Tulsa TMA are younger than 18 (almost 26% of the population). A key indicator of youth possibly lacking adequate transportation is the number of single-parent female-headed households with children younger than 18. According to 2010 US Census counts, there are nearly 23,000 single-parent, female-headed households in the TMA, and this group represents nearly 7.5% of the total households. Many persons in this category, according to most statistics, live in low-income areas with little or no means of reliable transportation. Therefore, access to transportation facilities, such as transit routes and on-street bikeways, is vital and creates a dual benefit that serves not only the parent, who may need transportation to commute to work, but also the youth, who relies on safe transportation to school or community centers.

Residents with a disability also account for a significant portion of the TMA population. Just over 105,000 residents 5 years old or older have a reported disability, which accounts for 13.6% of the population.

**Elderly vs. Youth Residents in the Tulsa TMA - 2010 Census**



## 3.2 Planning Analysis

During the planning process, Environmental Justice and Title VI compliance are major considerations. A review of the 2010 US Census data was conducted for the TMA for potential environmental justice issues including:

1. Displacement/relocation of minority and low-income residents
2. Impact on local commute times and availability of public transportation
3. Access to bike/pedestrian trails
4. Separating/bisecting minority and/or low-income communities

Analysis is also conducted to ensure the plans do not disproportionately affect any Socially Sensitive Areas (SSAs), a region defined as having a concentration of minority, Hispanic, low-income, elderly and/or single-parent female-headed households with children younger than 18. Research involved examining total linear miles for each of the transportation modes in the TMA. In each of the modes, 2005 mileage was compared with projected 2035 mileage. This analysis was done for both the SSAs and the TMA. It was found that the proportionality levels between the TMA and SSAs for the different transportation modes were almost identical.

Studies were also conducted for neighborhoods affected by planned roadway projects, the public transportation system, and the planned bicycle/pedestrian system. Results from that examination showed areas with high concentrations of minority and/or low-income households are well-served by the proposed improvements and that particular consideration should be given to those areas when specific projects are implemented.

The subsequent pages include Tulsa TMA maps of the following:

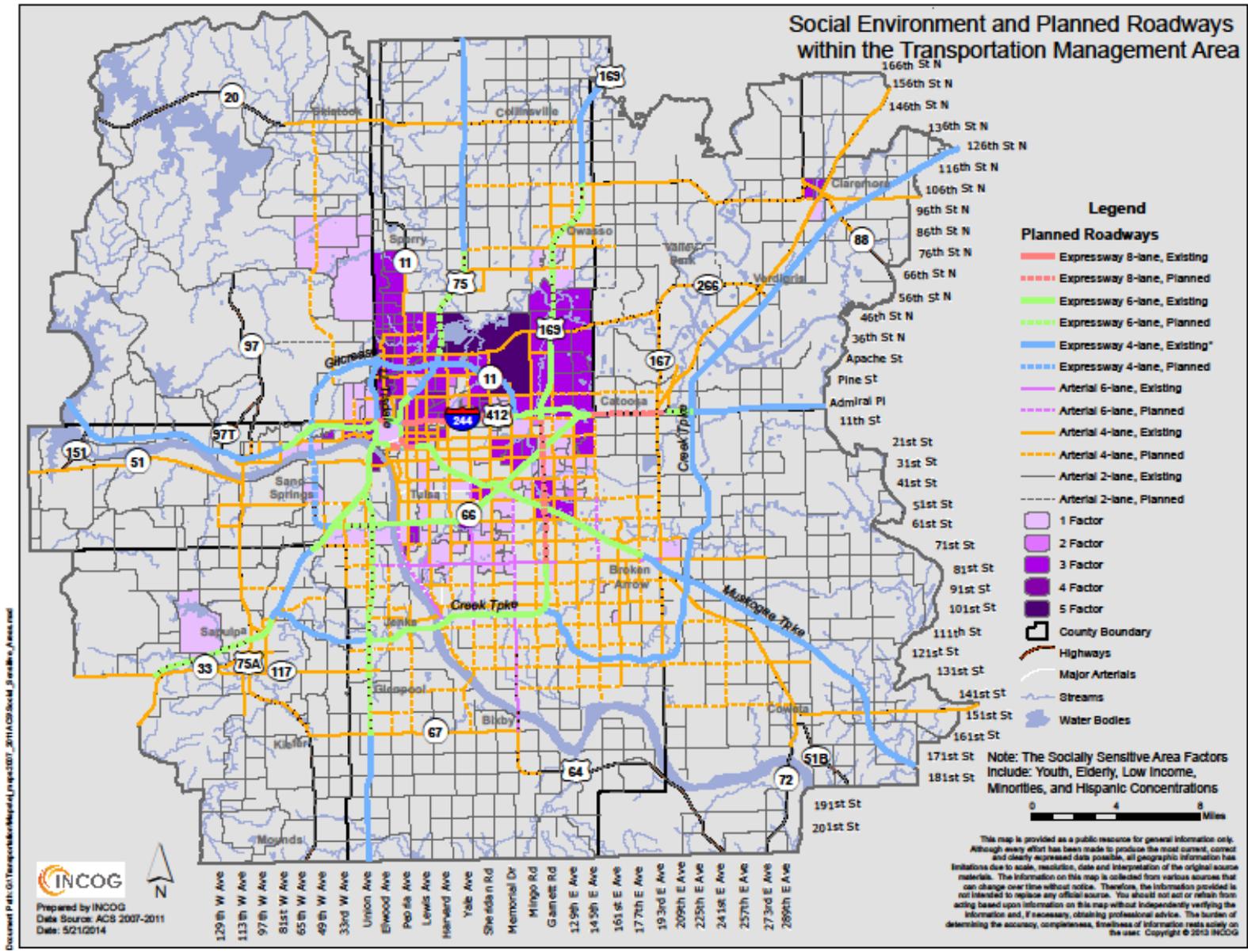
- Social Environment and Planned Roadways
- Social Environment and Planned Trails and Bikeways
- Social Environment and Planned Public Transportation

In addition to looking at the geographical impacts of the proposed improvements, a broad analysis was conducted of the mean travel time for SSA residents relative to

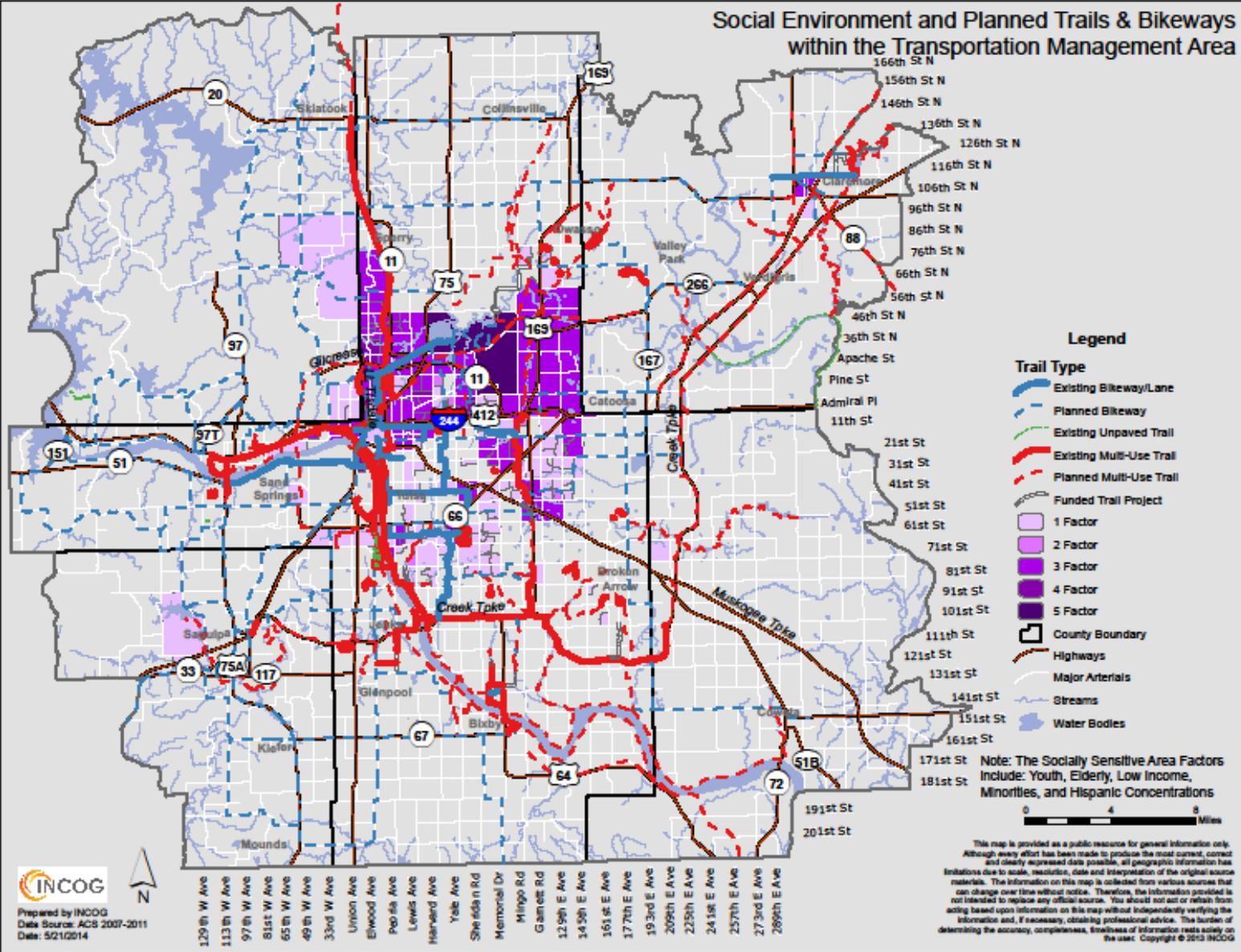
residents of the overall TMA. Median Commute Time for the Tulsa TMA was computed based on Census data for 2010 and compared with the SSAs for the same year. The TMA median commute was 18.3 minutes when compared with the SSA commute time, which was 18.1 minutes. Therefore it is expected that the median travel time for SSA residents will be proportional to that of TMA residents overall.

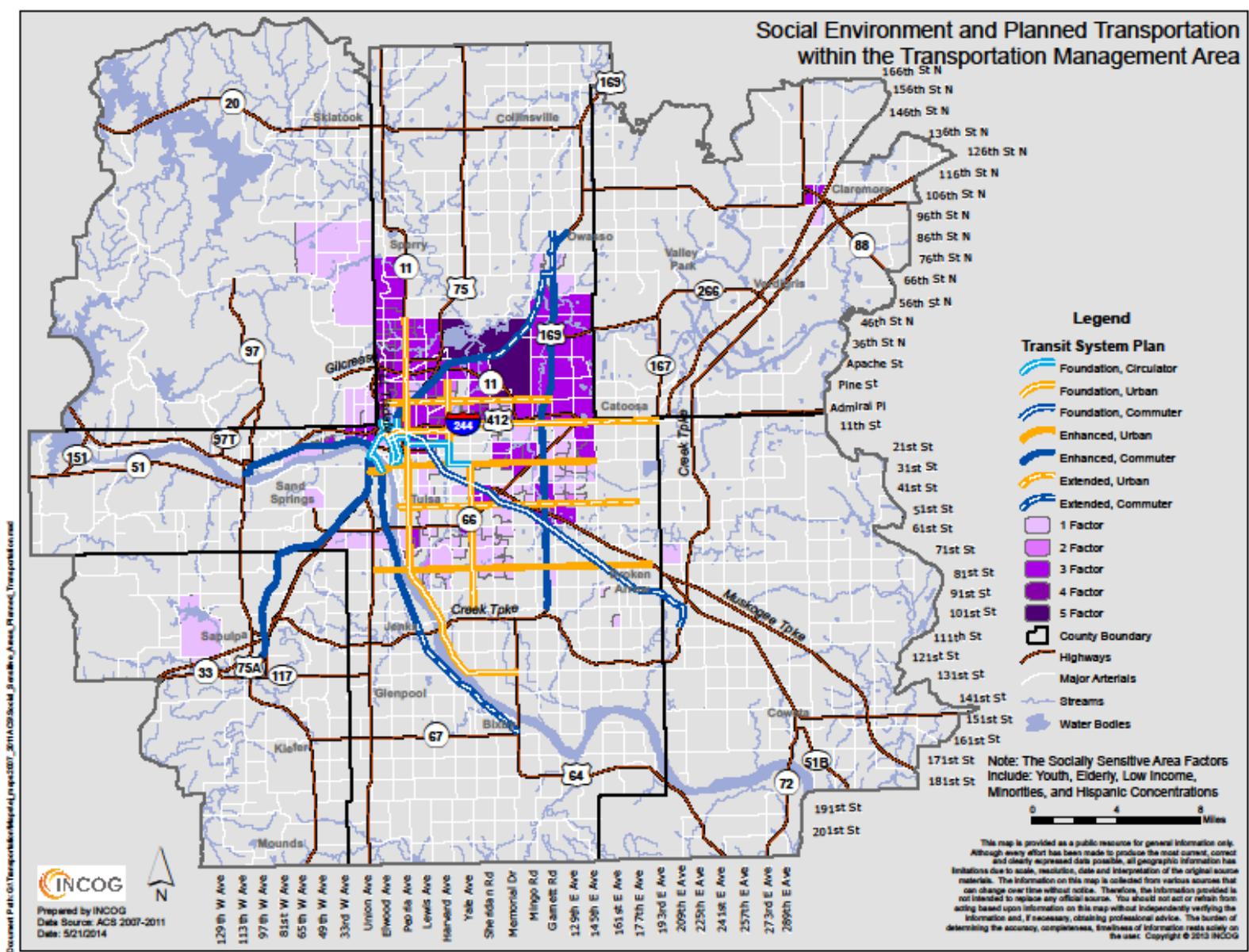
This analysis will be conducted on a regular basis as new data become available. To monitor compliance, INCOG will review how the goals outlined in this section were met and what will be done in future planning efforts. This review will include ensuring all complaints were addressed. An evaluation will also be conducted to determine which groups participated in the planning effort and how to reach additional groups in future efforts.

# Social Environment and Planned Roadways within the Transportation Management Area



# Social Environment and Planned Trails & Bikeways within the Transportation Management Area





### 3.3 Research

For research projects conducted by INCOG, the Transportation Planning Division will take steps to ensure nondiscrimination and Title VI compliance required by the Federal Highway Administration and the Federal Transit Administration, according to FTA C 4702.1B. These steps include making certain that all contracts include Title VI requirements and that Title VI and nondiscrimination regulations are adhered to in the selection of research contracts. INCOG will make efforts to ensure that protected groups are not discriminated against in the selection process. All contractors will be required to follow Title VI and nondiscrimination requirements. To monitor compliance, INCOG will review how the goals outlined in this section were met and what will be done in future research efforts. This review will include ensuring all complaints were addressed.

### 3.4 Project/Program Development

For transportation projects and programs that are administered solely by INCOG, the Transportation Planning Division will take steps, in addition to those mentioned throughout this report, to ensure nondiscrimination and Title VI compliance. First, INCOG will make certain that all aspects of the location/program selection process comply with the Title VI and nondiscrimination requirements. This goal will be achieved by using Census data and GIS technologies to identify affected populations. As outlined in the public participation procedures, staff will also consult area residents and seek input from affected populations. If minority, low-income, youth, elderly, disabled, or LEP (Limited English Proficiency) residents are identified, specific provisions will be made to overcome involvement barriers. See *Specific Environmental Justice and Limited English Proficiency (LEP) Considerations* on page 50.

As appropriate, residents and other interested parties will be asked to participate in the site or project selection process.

Advertisements and news releases concerning all aspects of the project/program will be sent to media outlets that specifically target these groups, and appropriate public outreach efforts will continue for the duration of the project/program. Documentation and

compliance reviews as outlined in this reports will also be conducted on a continuous basis.

To monitor compliance, INCOG will review how the goals outlined in this section were met and what will be done in future project/program development efforts. This review will include ensuring all complaints were addressed. An evaluation will also be conducted to determine which groups participated in the project/program development effort and how to reach additional groups in future efforts.

### **3.5 Contractors/ Subrecipients**

All contractors and subrecipients are required to comply with Title VI and other related Federal regulations. Contracts with INCOG's Transportation Planning Division include nondiscrimination responsibilities, non-compliance sanctions, and related information. Contractors and subrecipients are required to comply with the Regulations of the U.S. Department of Transportation relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation. The contractor or subrecipient agrees to not directly or indirectly discriminate on the grounds of race, color, or national origin, in the selection and retention of subcontractors, including procurement of materials and leases of equipment. Contractors and Subrecipients are required to include this information in all subcontractor solicitations and contracts.

INCOG requires all contractors and subrecipients to submit a Title VI Plan to INCOG when signing the contract. Subrecipients and Contractors may adopt INCOG's Title VI Plan, the Title VI notice, Title VI complaint investigation and tracking procedures, and complaint form developed by INCOG. INCOG will review contractors and subrecipients programs for compliance as well as its process to ensure compliance with Title VI requirements. See Contractual Assurances (Sample Forms on *page 113*) for more information.

### **3.6 Job Access Reverse Commute (JARC), New Freedom Programs, & Section 5310 Administration**

INCOG, as the designated recipient and pass through of Federal Transit Administration (FTA) JARC and New Freedom grant funds as well as for the Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) is responsible for developing a Public Transit – Human Service Transportation Coordination Plan for the Tulsa TMA. The Plan provides guidance and context for eligible activities under these programs without regard to race, color, or national origin and certifies that minority populations are not denied the benefits of or excluded from participation in these programs.

According to FTA guidance, INCOG develops and implements the following:

- (1) A Competitive Selection Process or annual Program of Projects submitted to FTA as part of its grant applications. The Competitive Selection Process emphasizes that methods used for distribution of funds to subrecipients to serve predominantly people with disabilities, minority and low-income populations, including Native American tribes, where present, will be equitable. The Competitive Selection Process is available at INCOG's website at <http://www.incog.org/Transportation/coordinatedplan/CPTHSTP2009Update.pdf>
- (2) Criteria for selecting transit providers to participate in any FTA grant program that ensure compliance with Title VI requirements.
- (3) A record of requests for JARC, the New Freedom funding and the Section 5310 grants identifying applicants that use grant program funds to provide assistance to predominantly senior populations, people with disabilities, minority and low-income populations. The record will also indicate whether those applicants were accepted or rejected for funding.
- (4) Procedures to assist subrecipients in applying for JARC and New Freedom funding, including efforts to assist applicants that will serve predominantly minority, people with disabilities, and low-income populations. During each annual solicitation for projects, INCOG transportation planning staff conducts mandatory pre-application workshops at transit accessible locations. At these workshops, staff reviews the

application for funding with prospective applicants and provides comprehensive instructions on completing the application. INCOG staff also provides technical assistance to applicants who may have questions throughout the solicitation period. Coordination is encouraged by sharing contact information among prospective applicants.

- (5) Classification of applicants as providing service to predominantly people with disabilities, minority and low-income populations if the proportion of people with disabilities, minority and low-income people in the applicant's service area exceeds the statewide average minority, low-income population, and senior population.

### **Monitoring Subrecipients**

INCOG will request that subrecipients who provide transportation services verify that their level and quality of service is provided on an equitable basis and meet all Title VI requirements. INCOG will ask subrecipients to develop system-wide service standards and verify that service provided to predominantly people with disabilities, minority, and low-income communities meets these standards.

In order to monitor compliance with the DOT Title VI Regulations, INCOG will require that subrecipients provide or perform the following:

- a. Required Certifications and Assurances with authorized signatures and current dates.
- b. An up-to-date copy of subrecipient's Title VI Plan.
- c. Subrecipient has reviewed and is knowledgeable about Demographic Data of Access to Services by Persons with LEP. INCOG will provide county data showing LEP populations.

INCOG staff will:

- a. Review plans, reports, contractual agreements related to the project, and certifications submitted under the above items according to the provisions

of the guiding Federal regulations and discuss with subrecipients to clarify all requirements as needed.

- b. Monitor monthly, quarterly and final reports and invoices sent for payment of costs incurred and process as efficiently as possible.
- c. Maintain regular contact with subrecipients to stay apprised of program status at a minimum of quarterly intervals, one of which may be a site visit.

### **Providing Assistance to Subrecipients**

INCOG will assist subrecipients in complying with FTA Title VI reporting requirements at the request of the subrecipient, or as deemed necessary and appropriate by the State DOT, or other administrating agency. As appropriate, INCOG staff will provide the following information to subrecipients:

- a. Sample notices to the public informing beneficiaries of their rights under Title VI and procedures on how to file a Title VI complaint.
- b. Sample procedures for tracking and investigating Title VI complaints filed with a subrecipient.
- c. Demographic information on the race, income, and English proficiency (LEP) residents served by the subrecipient. (This information will assist the subrecipient in assessing the level and quality of service it provides to communities within its service area and in assessing the need for language assistance.)

## **SECTION 4 – PUBLIC PARTICIPATION AND OUTREACH ACTIVITIES**

### **4.1 Outreach Purpose**

Nondiscrimination, including Title VI compliance, is a major consideration for INCOG's Public Participation Process (PPP), a document that outlines the public participation techniques undertaken for all aspects of Tulsa TMA transportation planning. The intent of the PPP is to encourage and support active public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. The document serves as a guide for citizens, elected officials, decision-makers and INCOG staff to gain a better understanding of the public participation process and as a tool for planners and decision-makers to better engage citizens, community groups, organizations, schools, and businesses in the process of planning our transportation system. The PPP is available on INCOG's website (<http://www.incog.org/Transportation/documents/PublicParticipationProcess2008.pdf>) or at the INCOG offices (2 West 2nd Street, Suite 800, Tulsa - OK).

### **4.2 Existing Outreach Strategies**

It has long been a challenge to engage the public in plans and programs, providing the means for people to have direct and meaningful impact on the decision-making process. The following guidelines were developed reflecting Federal requirements with the purpose of facilitating this process:

- Build awareness, interest, and support in the general public and decision-makers using innovative tools, media campaigns and combinations of different public participation techniques designed to meet the needs of the public.
- Provide and encourage opportunities for direct citizen attendance and involvement from the early stages of the planning process.

- Develop methods to collect input from citizens who cannot attend meetings, such as direct mail and web-based input strategies providing “everyone” a reasonable opportunity to comment on the proposed plans or programs.
- Periodically review and revise the Public Participation Plan in terms of effectiveness to assure that the process provides full and open access to all.
- Provide the public with timely notice and reasonable access to technical and policy information used in the development of plans or programs.
- Require a public comment period of 45 days prior to the adoption or amendment of the Public Participation Plan.
- Develop and tailor public participation plans according to the complexities of particular plans, programs or projects.
- Ensure compliance with Title VI of the Civil Rights Act of 1964 and subsequent Federal legislation, including FTA C 4702.1B, which require that no person in the United States shall, on the ground of race, color, and national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Therefore, policies should be adopted with specific plans and programs to ensure that the needs of those traditionally underserved by existing transportation systems and Environmental Justice principles are fully integrated in the process.
- Engage the public in a proactive effort by going to civic and cultural groups, churches, neighborhood organizations, and other citizen committees.
- Show consideration to comments from public participants, and respond to public input received during the planning and program development processes.

## Summary of Outreach Efforts

The following outreach efforts were undertaken in the last three years:

### **Fast Forward Transit System Plan Public Involvement, Jan. 2011-May 2011**

The Fast Forward Regional Transit System Plan, included an innovative mobile public outreach tool in the form of a renovated 40-foot city bus equipped with a LCD video screen, educational displays, an interactive survey and a “living room” for talking with transit planners. The bus visited 117 locations over a four month period from January – April 2011 and engaged over 2,000 citizens in face-to-face contact.

The purpose of the public outreach element of the plan was to engage and educate Metro Tulsa citizens on the future of transit by creating an attractive environment that would elicit constructive and meaningful opportunities to exchange information and ideas. The public involvement process was organized around four distinct goals:

1. **Explore** – Research and gather intelligence on the public’s expectations
2. **Explain** – Inform and advise the public on the process and how they can participate
3. **Engage** – Interact with and invite feedback from the public
4. **Excite** – Infuse the public with a sense of enthusiasm for the transit plan

The centerpiece of the public outreach program was a highly-visible, easily-recognizable, and head-turning mobile participation lab. The mobile Transit Lab began as an aging city bus, which was renovated to incorporate interactive materials, an educational video, a “coffee table” and a snack bar. The bus was outfitted with an external wrap featuring the recognizable Fast Forward logo and livery. This branded mobile unit soon became more than a bus with displays but rather, a comfortable platform where citizens could voice their opinions regarding transit service and needs in their individual communities. The staff working onboard the bus took on roles as community liaisons who were able to bridge the gap between the planning process and citizens’ immediate transit needs and questions. This created an environment where

citizens felt understood and eliminated barriers between local government and everyday people.

The mobile outreach bus traveled to community events, spring break camps, a Mardi Gras Parade, Cinco de Mayo, schools, libraries, city halls, shopping centers and many more places where people were able to engage on their terms. Snacks and drinks were offered and a drawing for an iPad drew media attention and drove over 1,500 survey completions.

### **Peoria Transit Study Public Outreach, July 2012-May 2013**

The Peoria Transit Study's Public Outreach effort took a much more in-depth approach to working with key stakeholders along the Peoria Corridor. In the summer of 2012, each business or organization along the corridor was visited by staff to inform them of the project and opportunities for input.

Rounds of public meetings were held on both the north and south ends of the corridor in 2012 and early 2013. One-on-one stakeholder meetings were coordinated with more than X various groups/organizations between these public meetings to gather detailed information about represented constituents.

To demonstrate the draft plan's recommendations, a mock BRT route was set up in conjunction with a local event on the Peoria Corridor in May of 2013. Event attendees were able to experience a pop-up example of an updated transit station at the event site and were then driven along the corridor via trolley to connect with a downtown station. Along the ride, staff members educated the public about the Peoria Transit Study's recommendations.

### **GO Plan Public Involvement, Mar. 2014-May 2014**

Beginning in March of 2014, the GO Plan team hosted "Walkshops" or walking workshops in March and April. GO Plan staff visited 11 communities in the Tulsa region to meet with citizens and community leaders. The Walkshops aimed to engage citizens by allowing them to chat with planners and identify problem areas or exciting improvements along a walk through the community.

To fully display the potential for improvements, the GO Plan team partnered with a local Open Streets themed event in May 2014. A temporary cycle track was set up along the event's route with cones and chalked bicycle markings. The cycle track served to connect event attendees from Tulsa's popular trail system to the downtown Open Streets event. Signs with GO Plan facts were posted along the cycle track and tours were given throughout the event by GO Plan staff.

### **Ongoing Outreach: Bike to Work, Transportation Resource Center**

Each May for National Bike to Work Week, INCOG hosts various events to promote bike commuting and bicycle resources in the Tulsa region. Each year's Bike to Work Week is different featuring pancake breakfasts, grab 'n go snack stops along the trail system, giveaways for commuters and happy hours at local bicycle oriented businesses.

The Transportation Resource Center, [www.tulsatrc.org](http://www.tulsatrc.org), was created in the summer of 2013 to offer an online, one-stop-shop for all transportation modes. The site features resources from rideshare matching software to detailed trail and cycling maps. The Transportation Resource Center is promoted through various local events such as Eco Fest, Enviro Expo and health fairs throughout the year.

## **4.3 Specific Environmental Justice and Limited English Proficiency (LEP) Considerations**

State and Federal policies and regulations, including Environmental Justice initiatives, reinforce the need of agencies to focus attention on reaching low-income and minority households. There are many individuals whose primary language is not English. Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English can be "Limited English Proficient", or "LEP." This language barrier may prevent individuals from accessing services and benefits. To include traditionally underserved communities in the decision-making process, it is necessary to identify key stakeholders that have low or no participation, what is preventing them from participating, and what can be done to overcome barriers

and increase the levels of participation. Some explanations for the lack of participation include cultural and language barriers, disabilities, economic constraints, and lack of participation opportunities.

There are two pieces of legislation that provide the foundation for the development of an LEP plan: Title VI of the Civil Rights Act of 1964, and Executive Order 13166. In some circumstances, failure to ensure that LEP persons can effectively participate in federally assisted programs may constitute discrimination based on national origin under Title VI. In order to comply with Title VI, agencies should take reasonable actions for competent language assistance. Executive Order 13166 clarifies requirements for LEP persons under Title VI. The Executive Order requires the agency to examine the services it provides and develop and implement a system by which LEP persons can meaningfully access those services.

According to 2010 US Census data, 34,156 people (4.3%) in the Tulsa TMA speak a language other than English at home. To reach the LEP population, a four-factor analysis outlined in the Department of Transportation policy guidance will be followed:

1. The number or proportion of LEP persons eligible to be served or likely to encounter by a program, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the program.
3. The nature and importance of the program, activity, or service provided by the recipient to people's lives.
4. The resources available to the recipient and costs.

## **4.4 The Four-Factor Analysis**

### **Factor 1: The Proportion, Numbers and Distribution of LEP Persons**

The Census Bureau has two classifications of how well people speak English. The classifications are 'very well' and 'less than very well'. For our planning purposes, we are considering people that speak English 'less than very well' as Limited English Proficient (LEP) persons.

**Table 1**

LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER - Universe: Population 5 years and over

	<b>Population 5 years old and older</b>	<b>Number of Limited English Proficient Persons</b>	<b>Percent of Limited English Proficient Persons</b>
<b>Creek County, Oklahoma</b>	65,572	567	0.86%
<b>Osage County, Oklahoma</b>	44,926	403	0.90%
<b>Rogers County, Oklahoma</b>	81,757	1,079	1.32%
<b>Tulsa County, Oklahoma</b>	558,079	30,849	5.53%
<b>Wagoner County, Oklahoma</b>	68,101	1,258	1.85%

Source: U.S. Census Bureau, 2008-2012 American Community Survey

*Table 1* shows the number and percent of persons in regards to their English language skills for the counties within the MPO Metropolitan Planning Area. Of the population 5 years old and older, 34,156 persons or 4.1% are LEP.

**Table 2**

LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH

Universe: Population 5 years and over

	<b>Creek County, Oklahoma</b>	<b>Osage County, Oklahoma</b>	<b>Rogers County, Oklahoma</b>	<b>Tulsa County, Oklahoma</b>	<b>Wagoner County, Oklahoma</b>
Total Population 5 Years and Over	65,572	44,926	81,757	558,079	68,101
Speak only English	63,658	43,408	78,355	491,079	64,354
Spanish or Spanish Creole:	1,144	862	1,913	46,919	2,237
Speak English less than "very well"	458	320	701	24,138	585
French (incl. Patois, Cajun):	90	81	111	1,275	83
Speak English less than "very well"	22	15	7	199	16

French Creole:	0	0	9	39	0
Speak English less than "very well"	0	0	0	0	0
Italian:	0	14	0	213	0
Speak English less than "very well"	0	0	0	47	0
Portuguese or Portuguese Creole:	0	0	7	368	0
Speak English less than "very well"	0	0	4	106	0
Other West Germanic languages:	11	0	1	210	0
Speak English less than "very well"	0	0	0	0	0
Other Indo-European languages:	6	0	0	176	0
Speak English less than "very well"	0	0	0	33	0
Asian Languages	180	46	530	8,640	800
Speak English less than "very well"	41	11	260	4,214	489
Pacific Island Languages	27	48	94	914	59
Speak English less than "very well"	0	28	22	247	0
Other Native North American languages:	248	307	524	675	96
Speak English less than "very well"	7	15	56	20	3
Other and unspecified languages:	0	0	12	26	0
Speak English less than "very well"	0	0	0	0	0

Source: U.S. Census Bureau, 2008-2012 American Community Survey

According to *Table 2*, of the LEP persons within the Tulsa MPO Area, 6.5% speak Spanish, 0.33% speak Indo-European languages, 0.02% speak Asian languages, and 0.01% speak other languages.

Table 3

HOUSEHOLD LANGUAGE BY LINGUISTIC ISOLATION - Universe: HOUSEHOLDS					
	Creek County, Oklahoma	Osage County, Oklahoma	Rogers County, Oklahoma	Tulsa County, Oklahoma	Wagoner County, Oklahoma
<b>Spanish:</b>	605	390	828	17,822	1,039
Linguistically isolated	54	98	240	6,311	174
<b>Other Indo-European languages:</b>	260	213	349	4,568	232
Linguistically isolated	33	0	6	413	0
<b>Asian and Pacific Island languages:</b>	154	21	94	3,174	234
Linguistically isolated	17	0	0	728	27
<b>Other languages:</b>	155	205	237	1,589	44
Linguistically isolated	0	6	20	201	0

Source: U.S. Census Bureau, 2005-2009 American Community Survey

Table 3 shows the number of households by language spoken and by linguistic isolation for the counties that are part of the Tulsa MPO. As seen in Table 1, Creek County and Osage County each have 970 persons that are linguistically isolated. Rogers County has 1,079 persons while Wagoner County has 1,258 persons that are linguistically isolated. Tulsa County has the majority of the LEP, with 30,849 persons..

The map below shows the distribution of non-English speaking people. LEP persons residing in Osage County are located in one census block group in the southern portion of the county. In Rogers County there are several areas with LEP persons. There is a cluster within the City of Owasso, Catoosa, and Claremore. The largest cluster of LEP persons is located along the eastern portion of the Tulsa County portion of the MPO Area.



## **Factor 2: Frequency of Contact with LEP Individuals**

INCOG's public participation process is designed to be open, inclusive, and comprehensive. The major transportation planning documents – Long Range Transportation Plan, TIP, Public Transit – Human Service Coordinated Transportation Plan, and other major transportation studies are made available at numerous locations and times to allow access and input to as many different populations as possible.

In the most recent update of the Long-Range Transportation Plan, a public comment period was open to citizens for review of the proposed plan. The purpose was to hear about needs and preferences for transportation in the TMA. Materials were posted on the INCOG Web site, e-mails were sent, and notices were distributed to public libraries and in local media publications. Critical preliminary documents were available in both English and Spanish versions.

Careful thought and planning was given at every level and every activity to achieve maximum involvement and reaching underserved populations. Any request for Spanish versions of materials was granted. Translation and interpreter services have been used as needed. There have not been many requests in the last three years. It is likely, however, that there will be an increase in requests since the Hispanic population is growing in the TMA.

INCOG's public participation procedures are defined in the Public Participation Plan available at <http://www.incog.org/Transportation/documents/PublicParticipationProcess2008.pdf>.

## **Factor 3: The Nature and Importance of the Program, Activity, or Service to LEP Community**

As the agency responsible for coordinating the regional transportation planning process, INCOG must make sure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved with the planning process. The impact of proposed transportation investments on underserved and underrepresented population groups is part of the evaluation process. INCOG provides

oversight and helps ensure that LEP and other disadvantaged population groups are not overlooked in the transportation planning process.

INCOG's main function is to support cooperative, comprehensive, and continuing transportation planning as outlined in Federal transportation acts. In doing so, INCOG develops three main documents – the Long Range Transportation Plan, the Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP), as well as other studies. The Long Range Transportation Plan provides direction for transportation investments out to 20 years in the future. The TIP is a program or schedule of short-range transportation improvements and activities intended to be implemented through a combination of State, Federal and local funding. The UPWP outlines tasks to be performed in the upcoming year.

INCOG is also the designated recipient for JARC and New Freedom funds as well as for the Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities). One of the primary responsibilities of the designated recipient is the development of a Public Transit – Human Service Transportation Coordinated Plan. This plan is also a primary planning document that is reviewed by the Transportation Technical and Policy Committees and endorsed by the INCOG Board of Directors. See *Section 3.6 on page 43* for JARC and New Freedom Programs Implementation.

INCOG uses Federal funds to plan for transportation projects and does not provide any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment, or services for basic needs, such as food or shelter. Lack of access of LEP persons to public transportation may, however, affect their ability to obtain crucial services such as health care, education, and employment.

#### **Factor 4: The Resources Available to the MPO and Overall Cost**

Outreach strategies to ensure all communications and public participation efforts comply with Title VI include:

- Coordination with individuals, institutions, or organizations to reach out to members in the affected minority and/or low-income communities.

- Follow LEP and Persons with Disabilities guidelines to ensure information is available in a variety of formats and provide notice to participants that LEP and other assistance is available upon request.
- Provide information in languages other than English, as needed. Maintain an inventory of translation services in the Tulsa area, especially resources for Spanish-speaking residents. Publish meeting notices in Spanish in Hispano de Tulsa and La Semana Del Sur.
- Provision of opportunities for public participation through means other than written communication, such as personal interview or use of audio or video recording devices to capture oral comments.
- Use of locations and facilities that are local, convenient, and accessible to identified populations.
- Hold meetings and events during the day, at night, and on weekends to encourage participation from identified populations.
- Use of different meeting sizes or formats, including small group exercises that encourage full participations from each individual.
- Disseminate information to minority median and ethnic/gender related organizations, to help ensure all social, economic, and ethnic interest groups in the region are represented in the planning process.
- Provide assistance to persons with disabilities, including individuals who are blind, have low-vision, or are hearing impaired.
- Provide continued training in nondiscrimination, outreach, equitable planning/research, and foreign language skills for INCOG staff.

In all activities, INCOG Transportation Planning will seek out and consider the viewpoints of LEP, minority and low-income populations. Because there is wide latitude in determining what specific measures are most appropriate, the determination will be based on the composition of the population affected by the planning program/project, the type of public participation process planned, and the resources available to the

agency. INCOG staff will also continue correspondence with organizations that represent LEP, minority, disabled, youth, elderly, and low-income residents. Additional innovative strategies will be researched and developed to ensure all residents are aware of the outreach process in which they are able and encouraged to participate.

INCOG has public participation funds included in the MPO annual budget. Fees for translation services, interpreter services, and LEP advertisement services are included in the eligible public participation expenses. Costs are estimated to be up to \$2,000 including staff time for providing language assistance.

#### **4.5 Language Assistance Plan**

The “Four Factor” Analysis was key to determine if interpretation and translation of documents needs to be performed to ensure INCOG’s programs participation by persons with Limited English Proficiency (LEP). With this analysis it was possible to determine what languages are most commonly used by LEP populations in the Tulsa TMA. According to *Table 2*, of the LEP persons within the Tulsa MPO Area, 6.5% speak Spanish. It is likely that there will be an increase in requests for Spanish translations since the Hispanic population is growing in the TMA.

To assist the LEP populations in the Tulsa TMA and assure that persons with limited ability to speak, read, write, and understand the English language participate in all INCOG’s programs, the following elements will be implemented:

1. INCOG will develop a list of vital plans and documents that require translation. Webpages considered essential for public participation should also be translated. Google Translate may be utilized to provide immediate access to translation.
2. Public participation meetings notices will be posted in accessible locations both in English and Spanish with INCOG’s contact for further assistance to other languages translation.
3. INCOG will keep a database of personnel with foreign language skills that will be posted on INCOG’s website and internal website.

4. Once a year, INCOG personnel will be trained on how to effectively provide assistance to the LEP population and how to use telephone translation services when needed.
5. A language chart will be available to help identify what language an LEP person speaks and will be located in public areas.
6. The public will be notified of the availability of translation services for all public meetings. Upon request, interpreters will be made available to assist LEP persons.
7. INCOG will forward emails written in foreign languages for translation and an interpreter will provide assistance to the sender.
8. INCOG will maintain the “Four Factor” Analysis updated to monitor and evaluate the Language Assistance Plan and to keep it updated to better serve the LEP population. Vital documents can then be translated into the language of each frequently encountered LEP group eligible to be served and/or likely to be affected by INCOG’s programs and services.

#### **4.6 Safe Harbor Provision**

DOT has adopted DOJ’s Safe Harbor Provisions that can be used to demonstrate that an agency has met the translation obligations of written materials for LEP populations. The Safe Harbor Provision stipulates that, if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient’s written translation obligations.

Translation of non-vital documents, if needed, can be provided orally.

To use the Safe Harbor provision, INCOG will translate vital documents in the language most commonly used in the Tulsa TMA.

If there are fewer than 50 persons in a language group that reaches the five percent

(5%) trigger, INCOG is not required to translate the written materials but will provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost.

#### **4.7 Nondiscrimination Monitoring and Review**

The following criteria are used to determine the effectiveness of the Public Participation Process:

1. The number of citizens' responses that occurred:
  - Types of media used to contact participants (including publications that focus on minority, disabled, youth, elderly, low-income, or LEP residents)
  - Meeting convenience (time, place, accessibility)
  - Participation by a broad cross-section of the affected community
2. The input received demonstrates individual understanding:
  - Effectiveness of communication tools
  - Types of techniques used
  - Input received from the citizens provided decision-makers and funding agencies with reliable and useful information
3. The public process was responsive:
  - Documentation of how public input affected decisions
  - Evaluation of the effectiveness of the program from participants' perspective (feedback)
  - Involvement process tailored to specific community needs and accessible to all segments of the public
  - Efforts to improve performance
4. Environmental Justice was achieved:
  - Strategies for engaging minority, disabled, youth, elderly, low-income, and LEP populations in the decision-making process

- Utilization of media targeted to minority, disabled, youth, elderly, low-income, and LEP populations
- Reduction of participation barriers for non-traditional transportation stakeholders
- Feedback from minority, disabled, youth, elderly, low-income, and LEP participants
- Consideration and documentation of their concerns and input in the decision-making process

A public participation evaluation form based on these criteria will be completed at the conclusion of each event or public review period (see Sample Forms on *page 87*). At each event, a short anonymous survey including voluntary questions (attendees' demographic information, principal language, household income, and how participants were informed of the meeting) will be distributed (see Sample Forms on *page 87*). Together, these methods of data collection will allow a thorough evaluation and encourage brainstorming for improved future events.

The Public Participation Process is dynamic and must remain so to address the needs of the community. As techniques are proven effective and institutionalized, the process will evolve to reflect those advancements. Participating stakeholders and INCOG staff will immediately assess the effectiveness of every public participation activity. Revisions to the process will be promptly incorporated. The TAC, TPC, and INCOG Board of Directors will review revisions requiring formal amendment of the Public Participation Process document after consultation with stakeholders and a thorough opportunity for public review. To ensure the process is periodically evaluated, INCOG will, at a minimum, review and assess the process and results every two years and recommend any revisions that may be appropriate.

INCOG will periodically review the overall plan implementation strategy and update the Nondiscrimination Plan every three years as required by the Federal Government.

## 4.8 Documentation Process

In accordance with Federal regulations, INCOG documents all aspects of the public participation process. This information includes:

- Sign-in sheets;
- Meeting minutes;
- Outreach materials; and
- Various other essential meeting details and data.

This information is available for public review during normal business hours at INCOG offices.

## **SECTION 5 – COMPLAINT PROCESS**

### **5.1 Complaint Procedure**

1. **Submission of Complaint:** Any person who feels that he or she, individually or as a member of any class of persons, on the basis of race, color, or national origin has been excluded from or denied the benefits of, or subjected to discrimination by INCOG or any of their recipients may file a written complaint by completing and submitting INCOG’s Title VI Complaint Form. A sample complaint form is available in this document (see Sample Forms on *page 111*) and upon request. Such complaints should be filed within 180 days of the date the person believes the discrimination occurred or when there’s been a continuing course of conduct, date on which that conduct was discontinued. INCOG will process complaints that are complete. Note: Upon request, assistance, in preparation of any necessary written material, will be provided to a person(s) who is unable to read or write. Complaints should be mailed to:

**INCOG Executive Director  
Nondiscrimination Administration  
2 W. 2<sup>nd</sup> St., Suite 800  
Tulsa, OK 74103**

2. **Referral to Review Officer:** Upon receipt of the signed complaint form, INCOG Executive Director will give the complaint to the designated Title VI Coordinator who will log-in the complaint, determine the basis of the complaint, authority/jurisdiction, and who should conduct the investigation. The designated Title VI Coordinator reviews and determines the appropriate action regarding every Title VI complaint.

Within ten (10) business days, the designated Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to be taken to process the allegation. The notification letter contains:

- a. The basis of the complaint.

- b. A brief statement of the allegation(s) over which INCOG has jurisdiction.
- c. A brief statement of INCOG's jurisdiction over the recipient to investigate the complaint; and
- d. An indication of when the parties will be contacted.

If more information is needed to resolve the case, INCOG will contact the complainant and the complainant will have 10 business days from the date of the letter to send requested information to INCOG Title VI Coordinator. If the Coordinator is not contacted by the complainant or does not receive the additional information requested within 10 business days, INCOG can administratively close the case. A case can be administratively closed if the complainant no longer wishes to pursue their case.

The designated Title VI Coordinator also notifies the Oklahoma Department of Transportation (ODOT) within ten (10) calendar days of receipt of the allegations who will notify the appropriate Federal Agency. Generally, the following information will be included in every notification to the Oklahoma Department of Transportation's Civil Rights Division:

- a. Name, address, and phone number of the complainant.
- b. Email address if available.
- c. Basis of complaint (i.e., race, color, national origin).
- d. Date of the alleged discriminatory act(s).
- e. Date of complaint received by the recipient.
- f. A statement of the complaint.
- g. Other agencies (State, Local, or Federal) where the complaint has been filed.
- h. An explanation of the actions the recipient has taken or proposed to resolve the issue(s) raised in the complaint.

Within sixty (60) calendar days from the date the original complaint was received, the designated Title VI coordinator will conduct and complete an investigation of the allegation(s) and based on the information obtained, will issue one of two letters to the

complainant: a closure letter, summarizes the allegations and states that there was not a Title VI violation and that the case will be closed, or a letter of finding (LOF), summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, she/he has 10 days after the date of the letter or the LOF to do so. The designated Title VI Coordinator will conduct in-depth, personal interview with the complainant(s). Information gathered in this interview includes: identification of each complainant by race, color, sex, age, national origin, disability/handicap, or income status; name of the complainant; a complete statement concerning the nature of the complaint, including names, places, and incidents involved in the complaint; the date the complaint was filed; and any other pertinent information the investigation team feels is relevant to the complaint. The interviews are recorded either on audio tape or by taking notes. The designated Title VI Coordinator arranges for the complainant to read, make necessary changes to, and sign the interview transcripts or interview notes. Every effort will be made to obtain early resolution of complaints at the lowest possible level.

The designated Title VI Coordinator will forward the investigative report to the Oklahoma Department of Transportation. The Oklahoma Department of Transportation will review the report and forward the investigative report to the appropriate Federal Agency. Included with the reports is a copy of the complaint, copies of all documentation pertaining to the complaint, the date the complaint was filed, the date the investigation was completed, the disposition and the date of the disposition, and any other pertinent information. If, for some reason, the investigation cannot be completed within this timeframe, a status report shall be submitted to the Oklahoma Department of Transportation at this stage and the report shall follow upon completion. The appropriate Federal Agency reviews and issues the official Letter of Findings to the complainant.

**Submission of Complaint to the Oklahoma Department of Transportation, Federal Transit Administration, Federal Highway Administration, US Department of Transportation, or US Department of Justice:**

**. . .**

**U.S. Department of Transportation  
Federal Transit Administration  
East Building, 4<sup>th</sup> Floor  
ATTN: Office of Civil Rights  
1200 New Jersey Avenue, SE  
Washington, DC 20590**

**. . .**

**U.S. Department of Transportation  
Federal Highway Administration  
Office of Civil Rights  
400 7th Street, S.W., Room 4132  
Washington, DC 20590  
Title VI Coordinator: 202-366-2024  
Email: [CivilRights.FHWA@fhwa.dot.gov](mailto:CivilRights.FHWA@fhwa.dot.gov)**

**. . .**

**U.S. Department of Justice  
Civil Rights Division  
Coordination and Review Section or Disability Rights Section – NYA  
950 Pennsylvania Avenue, N.W  
Washington, DC 20530  
Title VI Hotline: 1-888-TITLE-06 (1-888-848-5306) (Voice / TDD)  
ADA Information Line: 1-800-514-0301 (Voice) or 1-800-514-0383 (TDD)**

**3. Title VI Investigations, Complaints, and Lawsuits:** In order to comply with 49 CFR Section 21.9(b), INCOG and subrecipients shall prepare and maintain a list of any active investigations conducted by entities other than FTA, lawsuits, or complaints

naming INCOG and/or subrecipient that allege discrimination on the basis of race, color, or national origin. This list shall include the date of the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by INCOG or subrecipient in response to the investigation, lawsuit, or complaint.

a. A list of all active lawsuits or complaints alleging discrimination on the basis of race, color, or national origin with respect to service or other transit benefits.

*INCOG's legal counsel states that MPO has no active lawsuits or complaints on the basis of race, color or national origin at this time (May, 2014).*

b. A description of all pending applications for financial assistance currently provided by other Federal agencies to the grantee.

*The MPO has no pending grant applications.*

c. A summary of all civil rights compliance reviews conducted by other Local, State or Federal agencies in the last 3 years.

*Civil rights compliance review was included in the MPO certification in 2013.*

*Reviewing agencies included the Oklahoma Department of Transportation, FHWA, and FTA. The MPO was found in compliance.*

d. The most recent date of the grantees signed Annual Certifications and Assurances.

*The Federal fiscal year 2014 FTA Certifications and Assurance for INCOG, as the MPO, were approved and electronically pinned in TEAM on 2/26/2014 by Viplav Putta, Transportation Planning Manager.*

## Appendix

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County	Tract	Total Population	Percent Black (8.91%)	Percent American Indian (5.83%)	Percent Asian (2.06%)	Percent Native Hawaiian (0.07%)	Percent Other Race (2.6%)	Percent Multiple Races (7.09%)	Percent Hispanic (9.44%)	Total Persons Under 18 Years Old	Percent Persons Under 18 Years Old (25.56%)	Total Persons 65 Years and Older	Percent Persons 65 Years and Older (12.36%)	Percent Single Family Headed Households (13.41%)	Total Persons with Disabilities	Percent Persons with Disabilities (13.6%)	Percent Below Poverty (14.09%)
Creek	21202	3,984	9.09%	6.35%	0.00%	0.00%	0.45%	8.94%	3.61%	898	22.54%	644	16.16%	5.30%	858	21.54%	14.30%
Creek	21400	5,791	0.10%	3.57%	1.62%	0.00%	2.40%	7.65%	4.13%	1,358	23.45%	951	16.42%	14.76%	778	13.56%	11.83%
Creek	21300	2,400	0.38%	9.63%	0.00%	0.00%	2.21%	8.29%	4.42%	674	28.08%	353	14.71%	21.97%	392	16.83%	22.25%
Creek	20103	3,104	0.00%	7.73%	0.00%	0.00%	0.68%	15.56%	5.51%	774	24.94%	388	12.50%	8.46%	305	9.99%	7.06%
Creek	20102	1,433	4.12%	8.37%	0.00%	0.00%	0.00%	16.12%	4.33%	243	16.96%	125	8.72%	7.16%	232	17.56%	17.84%
Creek	20602	3,084	0.26%	4.57%	0.00%	2.40%	0.00%	5.22%	2.53%	647	20.98%	577	18.71%	19.17%	659	21.92%	11.18%
Creek	21600	2,555	0.35%	5.87%	1.37%	0.00%	0.00%	9.28%	2.97%	521	20.39%	498	19.49%	9.61%	377	15.26%	9.91%
Creek	21500	5,270	1.21%	9.66%	0.00%	0.06%	2.64%	9.68%	8.25%	1,400	26.57%	585	11.10%	5.62%	861	16.35%	11.48%
Creek	20601	6,120	1.99%	12.60%	1.81%	0.00%	1.93%	7.89%	3.45%	1,726	28.20%	792	12.94%	10.09%	1,019	16.65%	19.27%
Creek	20101	2,085	0.67%	5.85%	0.00%	0.00%	0.29%	8.11%	1.06%	474	22.73%	458	21.97%	3.87%	441	21.15%	14.29%
Creek	21201	1,954	0.00%	6.81%	0.00%	0.00%	1.07%	6.04%	5.42%	398	20.37%	272	13.92%	7.79%	319	16.33%	4.42%
Creek	20707	2,214	0.00%	6.01%	2.30%	0.00%	0.00%	3.21%	0.68%	428	19.33%	218	9.85%	7.46%	407	18.38%	5.92%
Osage	9E+05	3,703	0.00%	15.80%	0.00%	0.00%	0.43%	2.78%	2.03%	968	26.14%	414	11.18%	3.95%	330	8.91%	8.18%
Osage	9E+05	3,631	5.78%	11.81%	0.00%	0.00%	4.38%	5.95%	5.23%	808	22.25%	542	14.93%	5.15%	653	17.98%	8.68%
Osage	9E+05	5,340	0.45%	7.00%	0.00%	0.00%	0.67%	6.93%	3.69%	1,237	23.16%	896	16.78%	5.27%	1,032	19.33%	7.70%
Osage	9E+05	6,792	0.03%	16.20%	0.00%	0.00%	0.22%	3.75%	0.28%	1,880	27.68%	923	13.59%	15.64%	972	14.39%	11.07%
Osage	9E+05	5,674	75.71%	0.99%	0.00%	0.00%	0.00%	7.91%	4.37%	1,614	28.45%	730	12.87%	23.53%	942	16.63%	23.11%
Rogers	50409	2,229	0.00%	15.21%	0.00%	0.00%	3.23%	7.63%	5.92%	490	21.98%	377	16.91%	1.19%	259	12.07%	5.41%
Rogers	50201	2,378	0.00%	23.25%	1.68%	0.00%	2.69%	4.04%	5.76%	538	22.62%	583	24.52%	4.55%	462	19.91%	9.04%
Rogers	50203	1,478	0.00%	15.49%	0.00%	0.00%	1.69%	14.61%	1.69%	299	20.23%	254	17.19%	8.12%	192	12.99%	7.44%
Rogers	50603	2,488	0.00%	11.05%	0.00%	0.00%	0.00%	7.11%	0.36%	635	25.52%	357	14.35%	2.59%	251	10.09%	4.30%
Rogers	50602	2,976	0.47%	7.49%	0.40%	0.00%	1.65%	5.95%	4.44%	777	26.11%	283	9.51%	4.74%	383	12.87%	1.63%
Rogers	50604	3,721	0.00%	17.76%	0.00%	0.00%	0.00%	7.36%	0.00%	936	25.15%	568	15.26%	10.33%	452	12.15%	8.02%
Rogers	50103	2,388	4.27%	19.51%	0.00%	0.00%	1.05%	2.97%	9.51%	622	26.05%	287	12.02%	14.20%	250	10.70%	5.57%
Rogers	50304	3,295	0.00%	7.74%	0.00%	0.00%	0.00%	5.43%	1.61%	627	19.03%	589	17.88%	2.75%	336	10.22%	4.07%
Rogers	50601	3,411	0.70%	11.64%	1.73%	0.00%	0.00%	5.45%	4.84%	849	24.89%	460	13.49%	4.37%	389	11.40%	5.01%
Rogers	50202	2,971	0.20%	20.73%	0.00%	0.00%	0.00%	14.10%	4.01%	672	22.62%	407	13.70%	19.29%	669	22.83%	14.30%

Rogers	50104	1,900	2.26%	26.58%	0.00%	0.00%	1.37%	8.37%	3.47%	473	24.89%	335	17.63%	28.16%	536	28.28%	34.99%
Rogers	50407	2,453	4.04%	10.23%	7.95%	0.00%	1.35%	10.27%	2.77%	595	24.26%	347	14.15%	9.57%	347	14.15%	6.18%
Rogers	50101	4,858	3.54%	19.12%	0.78%	0.08%	1.15%	8.34%	5.27%	1,321	27.19%	441	9.08%	13.83%	637	13.41%	14.59%
Rogers	50105	5,100	0.51%	9.51%	0.45%	0.00%	2.51%	8.14%	7.76%	1,265	24.80%	971	19.04%	11.36%	488	10.19%	9.75%
Rogers	50405	3,922	0.64%	2.83%	2.04%	0.00%	0.00%	11.27%	9.26%	1,266	32.28%	304	7.75%	3.82%	172	4.39%	9.84%
Rogers	50408	2,971	0.00%	13.53%	0.44%	0.00%	2.22%	8.52%	3.90%	912	30.70%	286	9.63%	16.77%	372	12.52%	19.82%
Rogers	50403	5,675	0.85%	10.31%	1.73%	0.00%	1.67%	9.04%	4.04%	1,716	30.24%	515	9.07%	6.82%	527	9.31%	3.20%
Rogers	50406	2,331	0.00%	10.94%	0.69%	0.00%	0.51%	6.86%	1.24%	638	27.37%	305	13.08%	2.66%	221	9.50%	0.39%
Rogers	50404	5,826	0.55%	7.38%	1.24%	0.00%	0.60%	3.90%	5.70%	1,631	28.00%	645	11.07%	4.48%	606	10.42%	1.36%
Tulsa	5900	2,613	8.80%	2.45%	0.38%	0.00%	12.32%	3.75%	46.00%	807	30.88%	212	8.11%	18.94%	333	12.79%	35.17%
Tulsa	7519	2,884	4.51%	7.73%	0.00%	0.00%	0.52%	1.91%	8.60%	778	26.98%	211	7.32%	6.84%	203	7.06%	2.15%
Tulsa	6506	2,393	1.09%	1.71%	0.00%	0.00%	0.00%	11.24%	1.04%	623	26.03%	334	13.96%	4.67%	312	13.04%	0.88%
Tulsa	3900	4,157	2.79%	6.09%	0.00%	0.00%	0.77%	10.39%	4.19%	646	15.54%	495	11.91%	17.86%	780	19.03%	10.27%
Tulsa	3800	1,995	6.07%	9.07%	0.15%	0.00%	0.00%	4.26%	3.16%	492	24.66%	270	13.53%	11.90%	403	20.20%	20.80%
Tulsa	3600	2,086	0.00%	7.05%	0.00%	0.00%	0.38%	5.94%	2.83%	374	17.93%	243	11.65%	19.44%	280	13.42%	1.68%
Tulsa	9300	4,018	1.12%	8.59%	0.07%	0.00%	1.79%	8.64%	6.25%	959	23.87%	675	16.80%	12.67%	876	21.80%	15.78%
Tulsa	9200	3,646	1.01%	5.95%	0.30%	0.00%	0.05%	17.00%	1.95%	1,094	30.01%	548	15.03%	18.13%	566	16.02%	14.32%
Tulsa	9101	2,271	45.84%	3.43%	0.44%	0.00%	2.64%	5.37%	2.73%	616	27.12%	309	13.61%	25.87%	574	26.10%	35.80%
Tulsa	8800	2,478	4.68%	13.03%	0.00%	0.00%	0.00%	12.27%	3.63%	659	26.59%	263	10.61%	35.84%	508	20.54%	45.20%
Tulsa	8002	2,614	81.33%	0.54%	0.00%	0.00%	0.50%	5.43%	2.49%	738	28.23%	433	16.56%	38.93%	508	20.66%	37.30%
Tulsa	7900	4,570	81.38%	1.16%	0.00%	0.00%	0.31%	8.95%	0.57%	1,457	31.88%	447	9.78%	40.28%	1,004	21.97%	43.23%
Tulsa	7638	3,999	0.00%	1.13%	0.23%	0.00%	0.00%	4.53%	1.28%	1,376	34.41%	318	7.95%	6.58%	211	5.28%	1.15%
Tulsa	7801	2,800	2.82%	7.82%	0.00%	0.00%	0.00%	8.07%	4.68%	788	28.14%	414	14.79%	15.21%	473	17.23%	16.53%
Tulsa	7637	4,802	0.21%	1.87%	3.44%	0.00%	0.00%	5.64%	1.23%	1,300	27.07%	549	11.43%	4.32%	170	3.55%	4.91%
Tulsa	7624	2,675	1.53%	4.30%	0.82%	0.60%	0.64%	8.41%	5.94%	762	28.49%	295	11.03%	13.61%	301	11.26%	11.09%
Tulsa	7632	3,407	4.49%	1.38%	1.29%	0.00%	0.26%	7.46%	2.91%	670	19.67%	326	9.57%	9.71%	215	6.31%	6.55%
Tulsa	7635	5,927	0.19%	2.70%	3.14%	0.00%	0.00%	3.00%	1.15%	1,986	33.51%	727	12.27%	3.06%	469	7.92%	2.15%
Tulsa	7630	4,761	7.31%	3.47%	7.56%	0.00%	2.02%	5.73%	5.23%	1,353	28.42%	308	6.47%	11.75%	416	8.74%	5.44%
Tulsa	7516	4,601	3.61%	6.72%	0.43%	0.00%	1.96%	10.89%	1.74%	1,309	28.45%	679	14.76%	17.24%	741	16.12%	17.53%
Tulsa	7515	4,523	0.99%	2.41%	0.91%	0.00%	0.42%	14.84%	3.52%	1,091	24.12%	508	11.23%	3.48%	441	9.75%	8.51%
Tulsa	7523	2,297	7.66%	3.48%	1.70%	0.00%	0.00%	4.09%	8.79%	530	23.07%	261	11.36%	5.63%	292	12.71%	5.44%

Tulsa	7513	4,108	0.10%	4.60%	5.79%	0.00%	0.39%	3.36%	1.44%	1,039	25.29%	540	13.15%	10.82%	432	10.52%	6.45%
Tulsa	7512	4,206	0.95%	4.87%	1.31%	0.67%	1.88%	5.40%	6.92%	1,015	24.13%	425	10.10%	9.68%	468	11.13%	7.59%
Tulsa	7511	2,948	7.23%	4.21%	0.78%	0.00%	0.31%	7.60%	6.11%	869	29.48%	206	6.99%	11.78%	232	7.88%	2.52%
Tulsa	7506	3,165	12.04%	4.01%	0.25%	0.00%	0.95%	8.53%	8.97%	834	26.35%	458	14.47%	11.89%	386	12.20%	7.93%
Tulsa	7408	1,162	8.18%	2.84%	0.00%	0.00%	0.09%	19.54%	4.56%	305	26.25%	122	10.50%	18.85%	121	11.09%	9.72%
Tulsa	7407	2,843	4.61%	0.98%	3.48%	0.18%	0.00%	4.68%	4.01%	760	26.73%	319	11.22%	4.34%	213	7.49%	5.93%
Tulsa	6902	1,721	1.69%	1.10%	1.05%	0.00%	0.00%	2.61%	5.00%	280	16.27%	427	24.81%	2.68%	327	19.00%	1.98%
Tulsa	6703	3,752	1.68%	4.37%	3.57%	0.00%	0.32%	6.24%	1.89%	825	21.99%	698	18.60%	12.91%	569	15.51%	11.61%
Tulsa	6600	2,784	1.83%	7.04%	0.00%	0.00%	0.72%	13.90%	0.72%	519	18.64%	536	19.25%	8.52%	659	23.67%	13.61%
Tulsa	7524	2,648	3.93%	3.21%	8.12%	0.00%	0.83%	4.15%	3.74%	607	22.92%	377	14.24%	9.60%	169	6.43%	6.71%
Tulsa	2301	2,800	8.96%	8.25%	0.00%	0.00%	8.11%	4.61%	20.32%	737	26.32%	221	7.89%	20.51%	705	25.22%	38.79%
Tulsa	7641	4,029	24.45%	5.29%	15.41%	0.00%	0.22%	2.56%	17.72%	661	16.41%	79	1.96%	24.90%	744	18.47%	24.92%
Tulsa	6707	7,838	5.72%	3.83%	3.98%	0.00%	0.51%	6.44%	6.15%	2,530	32.28%	473	6.03%	9.45%	337	4.34%	5.01%
Tulsa	6708	6,083	1.25%	1.25%	0.00%	0.00%	0.00%	4.27%	4.59%	1,878	30.87%	481	7.91%	3.59%	397	6.53%	3.18%
Tulsa	7642	1,705	10.50%	4.40%	5.98%	0.00%	0.88%	7.80%	14.13%	337	19.77%	144	8.45%	6.69%	159	9.33%	19.74%
Tulsa	5807	12,113	2.78%	7.45%	3.05%	0.00%	0.93%	5.36%	5.28%	3,834	31.65%	922	7.61%	8.06%	1,177	9.80%	8.06%
Tulsa	5401	2,476	0.00%	10.58%	0.00%	0.00%	0.24%	2.87%	2.38%	650	26.25%	346	13.97%	7.44%	326	13.17%	3.63%
Tulsa	5808	3,018	0.00%	9.58%	13.45%	0.00%	4.17%	4.44%	8.91%	838	27.77%	416	13.78%	6.74%	245	8.12%	5.04%
Tulsa	5402	7,323	2.12%	6.25%	0.44%	0.00%	0.19%	10.92%	1.34%	2,024	27.64%	1,001	13.67%	7.79%	1,073	14.86%	7.62%
Tulsa	6804	2,381	12.18%	6.51%	0.46%	0.00%	3.15%	7.39%	22.43%	397	16.67%	208	8.74%	21.64%	363	15.25%	22.08%
Tulsa	6803	2,721	20.80%	5.11%	0.00%	0.00%	0.00%	3.86%	7.31%	487	17.90%	424	15.58%	24.08%	514	18.89%	20.51%
Tulsa	7411	2,305	8.03%	3.25%	4.03%	0.00%	0.91%	6.29%	23.17%	472	20.48%	86	3.73%	30.96%	206	8.98%	10.24%
Tulsa	5805	6,748	3.76%	5.82%	2.06%	0.00%	4.45%	8.62%	6.46%	1,888	27.98%	913	13.53%	10.29%	962	14.69%	11.64%
Tulsa	5806	5,266	2.92%	4.61%	0.00%	0.00%	0.21%	8.64%	3.32%	1,640	31.14%	264	5.01%	4.72%	246	4.67%	4.17%
Tulsa	9007	7,524	15.84%	2.68%	9.29%	0.00%	6.42%	4.61%	21.15%	2,482	32.99%	344	4.57%	21.96%	1,085	14.42%	20.36%
Tulsa	9006	5,847	15.67%	2.15%	1.08%	1.76%	15.07%	5.58%	31.57%	1,792	30.65%	516	8.83%	29.91%	881	15.11%	17.56%
Tulsa	9004	4,743	11.01%	7.61%	1.48%	0.00%	16.82%	6.92%	44.44%	1,581	33.33%	339	7.15%	26.11%	616	12.99%	30.15%
Tulsa	8900	3,641	13.43%	5.47%	1.15%	0.00%	15.11%	13.27%	24.55%	1,243	34.14%	374	10.27%	25.47%	529	14.53%	22.35%
Tulsa	8700	3,122	2.59%	4.45%	0.32%	0.00%	2.98%	2.24%	7.72%	352	11.27%	763	24.44%	4.91%	552	17.68%	8.04%
Tulsa	8600	4,952	7.29%	1.82%	0.22%	0.00%	1.49%	5.27%	24.07%	1,102	22.25%	713	14.40%	13.05%	701	14.45%	25.97%
Tulsa	8502	4,863	10.30%	5.31%	3.04%	0.00%	5.08%	6.68%	14.35%	938	19.29%	1,054	21.67%	6.01%	1,011	20.82%	12.60%

Tulsa	8501	2,979	4.57%	3.12%	0.94%	0.00%	12.22%	2.92%	29.17%	767	25.75%	648	21.75%	21.98%	534	19.31%	19.60%
Tulsa	8400	3,345	12.91%	5.56%	2.45%	0.00%	2.36%	4.69%	8.01%	599	17.91%	624	18.65%	16.27%	620	18.54%	11.39%
Tulsa	8300	1,450	3.72%	2.76%	2.97%	0.00%	1.38%	5.38%	18.76%	386	26.62%	133	9.17%	20.06%	249	17.17%	28.07%
Tulsa	8200	2,217	13.13%	4.74%	0.41%	0.00%	16.78%	9.74%	29.59%	743	33.51%	266	12.00%	16.11%	330	14.88%	25.71%
Tulsa	9104	2,559	7.74%	10.12%	0.00%	0.00%	4.73%	7.42%	15.90%	645	25.21%	342	13.36%	5.30%	457	17.86%	18.77%
Tulsa	8001	2,045	48.17%	6.80%	0.39%	2.59%	3.77%	7.19%	15.01%	783	38.29%	265	12.96%	50.59%	438	22.29%	66.41%
Tulsa	6000	5,269	12.13%	6.07%	0.00%	0.00%	14.39%	5.50%	38.49%	1,492	28.32%	510	9.68%	25.57%	764	14.50%	21.95%
Tulsa	5700	2,577	79.43%	1.05%	0.00%	0.00%	1.09%	2.68%	1.86%	959	37.21%	211	8.19%	47.37%	491	19.07%	36.76%
Tulsa	5300	4,614	8.32%	3.53%	0.00%	0.00%	0.00%	12.83%	7.35%	1,018	22.06%	761	16.49%	10.71%	660	14.31%	5.40%
Tulsa	7402	2,973	0.47%	5.11%	0.00%	0.00%	0.00%	8.24%	3.77%	692	23.28%	460	15.47%	15.77%	289	10.13%	13.86%
Tulsa	7636	3,602	0.39%	0.94%	2.36%	0.00%	0.00%	7.44%	2.72%	960	26.65%	415	11.52%	6.28%	254	7.05%	5.59%
Tulsa	9500	5,181	3.47%	6.18%	0.00%	0.00%	0.29%	6.16%	3.18%	1,097	21.17%	783	15.11%	8.96%	731	14.11%	14.47%
Tulsa	7634	3,574	3.64%	0.84%	6.60%	0.48%	0.48%	5.57%	2.49%	579	16.20%	531	14.86%	5.46%	385	10.80%	9.65%
Tulsa	7631	3,085	1.20%	4.18%	2.53%	0.00%	0.91%	1.91%	2.17%	691	22.40%	681	22.07%	4.51%	396	12.84%	5.24%
Tulsa	7633	2,732	4.47%	1.39%	1.68%	0.00%	0.81%	4.65%	3.81%	679	24.85%	450	16.47%	7.80%	289	10.62%	5.47%
Tulsa	7625	4,895	3.80%	2.49%	5.50%	0.00%	0.47%	3.49%	9.03%	1,152	23.53%	802	16.38%	23.39%	475	9.95%	18.58%
Tulsa	7639	4,761	8.84%	2.52%	0.80%	0.00%	0.57%	4.45%	3.84%	982	20.63%	547	11.49%	11.63%	344	7.23%	4.75%
Tulsa	7629	3,567	2.52%	2.44%	8.83%	0.00%	0.87%	11.30%	5.66%	725	20.33%	427	11.97%	15.52%	159	4.46%	12.25%
Tulsa	7620	5,479	6.61%	3.03%	2.59%	0.00%	0.88%	7.10%	9.91%	1,225	22.36%	592	10.80%	16.49%	580	10.61%	12.90%
Tulsa	7619	4,087	1.91%	7.00%	0.95%	0.00%	2.35%	4.14%	8.66%	875	21.41%	932	22.80%	9.23%	661	16.31%	8.22%
Tulsa	7618	6,554	6.56%	3.43%	10.09%	0.00%	0.96%	4.59%	4.61%	1,307	19.94%	826	12.60%	15.08%	690	10.71%	11.30%
Tulsa	7617	4,058	12.42%	2.76%	7.00%	0.00%	2.59%	2.91%	16.63%	903	22.25%	601	14.81%	21.10%	510	12.60%	13.29%
Tulsa	7616	3,178	7.55%	4.91%	1.95%	0.00%	3.49%	3.02%	4.97%	540	16.99%	880	27.69%	13.48%	452	14.24%	6.61%
Tulsa	7615	2,173	12.61%	6.21%	0.32%	0.00%	0.60%	3.77%	0.64%	344	15.83%	777	35.76%	14.96%	408	20.68%	15.17%
Tulsa	7614	2,537	4.49%	0.35%	2.52%	0.39%	0.00%	12.85%	2.21%	511	20.14%	492	19.39%	8.47%	268	10.59%	5.28%
Tulsa	7613	3,230	3.53%	3.22%	9.10%	0.00%	0.40%	6.44%	6.72%	584	18.08%	752	23.28%	5.59%	335	10.37%	3.42%
Tulsa	7612	3,745	12.79%	2.64%	6.76%	0.00%	1.39%	7.40%	9.24%	355	9.48%	544	14.53%	0.96%	217	5.79%	3.74%
Tulsa	7611	1,275	8.00%	1.57%	9.65%	0.00%	0.00%	13.18%	2.59%	235	18.43%	232	18.20%	8.27%	147	11.68%	24.54%
Tulsa	7609	4,625	34.49%	1.86%	0.86%	0.00%	5.04%	7.37%	13.41%	1,116	24.13%	773	16.71%	32.64%	908	20.35%	33.27%
Tulsa	7608	2,138	32.69%	1.59%	4.07%	0.00%	4.26%	9.12%	12.72%	401	18.76%	167	7.81%	51.68%	469	21.99%	37.55%
Tulsa	7312	5,028	13.58%	3.60%	2.65%	0.00%	7.88%	4.91%	29.34%	1,985	39.48%	308	6.13%	23.26%	711	14.14%	33.15%

Tulsa	7311	2,532	8.69%	4.27%	1.07%	0.00%	4.11%	10.39%	17.93%	846	33.41%	199	7.86%	27.24%	504	19.91%	31.64%
Tulsa	7310	3,847	9.07%	4.08%	0.00%	0.00%	10.24%	9.83%	39.51%	1,267	32.93%	330	8.58%	13.35%	645	16.77%	17.92%
Tulsa	7309	1,316	4.48%	5.02%	0.00%	0.00%	3.57%	3.95%	7.22%	303	23.02%	374	28.42%	7.11%	253	19.43%	3.69%
Tulsa	7308	3,084	5.35%	5.22%	0.75%	0.00%	2.20%	13.29%	10.02%	620	20.10%	475	15.40%	9.66%	505	16.43%	10.84%
Tulsa	7306	5,137	13.51%	4.17%	8.92%	0.00%	11.84%	5.72%	35.14%	1,731	33.70%	396	7.71%	16.56%	509	9.91%	22.62%
Tulsa	7305	6,405	18.35%	7.28%	1.19%	0.00%	7.98%	7.29%	29.06%	1,584	24.73%	689	10.76%	21.28%	623	9.75%	19.80%
Tulsa	7304	3,699	12.44%	2.68%	1.60%	0.00%	10.84%	6.06%	31.17%	850	22.98%	600	16.22%	24.40%	522	14.49%	15.74%
Tulsa	7200	4,023	9.17%	6.09%	0.72%	0.00%	9.62%	7.08%	25.90%	1,192	29.63%	539	13.40%	11.76%	724	18.00%	18.44%
Tulsa	7102	2,442	23.91%	12.08%	2.58%	0.00%	2.62%	9.54%	11.59%	649	26.58%	248	10.16%	26.31%	529	21.77%	36.41%
Tulsa	7101	3,405	16.06%	7.58%	0.00%	0.76%	4.38%	3.44%	21.17%	826	24.26%	523	15.36%	32.68%	755	22.17%	33.34%
Tulsa	7000	2,934	20.96%	5.56%	0.00%	0.00%	3.03%	3.68%	5.08%	774	26.38%	409	13.94%	24.04%	468	16.07%	28.17%
Tulsa	6905	4,466	17.67%	1.43%	5.69%	0.00%	3.99%	6.05%	22.44%	1,152	25.79%	329	7.37%	23.12%	573	12.83%	23.00%
Tulsa	6907	3,269	16.37%	4.28%	3.46%	0.00%	1.19%	6.76%	9.82%	763	23.34%	546	16.70%	30.04%	594	18.24%	17.96%
Tulsa	6903	3,506	5.22%	2.99%	3.17%	0.00%	4.02%	4.22%	6.70%	454	12.95%	894	25.50%	8.07%	536	15.35%	5.80%
Tulsa	6901	4,135	2.61%	5.13%	1.33%	0.00%	0.00%	4.23%	8.03%	700	16.93%	1,141	27.59%	12.96%	542	13.42%	4.46%
Tulsa	6801	2,993	9.42%	3.98%	0.00%	0.00%	0.00%	12.60%	12.40%	875	29.23%	271	9.05%	21.02%	511	17.09%	39.38%
Tulsa	6200	2,540	85.24%	1.73%	0.00%	0.00%	0.00%	8.50%	1.50%	750	29.53%	504	19.84%	44.97%	510	20.08%	48.46%
Tulsa	5200	2,935	0.24%	4.84%	5.04%	0.00%	0.00%	4.84%	3.92%	555	18.91%	463	15.78%	8.78%	315	10.73%	12.57%
Tulsa	5100	1,916	2.09%	4.70%	0.68%	0.00%	0.00%	4.12%	1.46%	446	23.28%	406	21.19%	14.64%	178	9.40%	2.97%
Tulsa	5002	3,790	2.72%	3.35%	0.77%	0.00%	0.16%	8.52%	4.67%	745	19.66%	604	15.94%	25.36%	578	15.54%	15.79%
Tulsa	5001	2,014	2.63%	6.45%	1.74%	0.00%	3.92%	5.51%	4.92%	295	14.65%	161	7.99%	23.21%	491	24.38%	11.52%
Tulsa	4600	3,065	18.04%	5.81%	5.09%	0.00%	4.37%	6.04%	23.03%	958	31.26%	169	5.51%	48.90%	516	16.87%	49.02%
Tulsa	4500	2,771	0.43%	1.62%	0.32%	0.00%	1.30%	2.13%	4.87%	520	18.77%	476	17.18%	1.36%	181	6.53%	3.00%
Tulsa	4400	2,923	8.38%	4.69%	2.53%	0.00%	0.92%	7.05%	1.98%	337	11.53%	298	10.20%	14.01%	305	10.43%	8.72%
Tulsa	4302	3,427	0.00%	3.68%	0.85%	0.00%	0.70%	2.74%	1.14%	916	26.73%	447	13.04%	3.04%	209	6.10%	4.00%
Tulsa	6507	1,706	4.10%	2.81%	0.00%	0.00%	7.39%	5.04%	7.39%	485	28.43%	297	17.41%	13.59%	385	22.57%	4.87%
Tulsa	5801	3,935	0.99%	8.46%	1.68%	0.00%	4.47%	5.18%	9.94%	1,073	27.27%	516	13.11%	17.31%	638	16.27%	9.87%
Tulsa	5600	2,519	0.83%	11.83%	0.79%	0.00%	0.00%	5.68%	2.86%	593	23.54%	374	14.85%	5.61%	558	22.15%	8.85%
Tulsa	200	1,398	81.26%	0.21%	0.00%	0.00%	2.93%	8.01%	5.01%	424	30.33%	166	11.87%	32.25%	278	19.89%	20.54%
Tulsa	100	2,168	9.96%	4.66%	0.00%	0.00%	11.21%	10.70%	31.50%	609	28.09%	190	8.76%	16.77%	454	20.94%	38.61%
Tulsa	6906	2,061	12.81%	4.12%	0.00%	0.00%	0.44%	10.38%	14.90%	615	29.84%	254	12.32%	27.56%	327	15.87%	21.45%

Tulsa	6701	3,277	28.23%	6.13%	0.00%	0.00%	2.81%	7.14%	10.92%	1,045	31.89%	430	13.12%	36.90%	553	17.13%	28.37%
Tulsa	4800	4,123	9.17%	12.93%	0.00%	0.00%	5.36%	9.12%	9.51%	1,068	25.90%	597	14.48%	19.16%	836	20.40%	18.35%
Tulsa	4700	1,989	3.87%	12.52%	0.45%	0.00%	1.91%	14.08%	1.66%	493	24.79%	244	12.27%	14.26%	389	19.56%	23.42%
Tulsa	6705	4,665	6.99%	3.62%	0.77%	0.00%	0.00%	3.26%	2.06%	1,156	24.78%	585	12.54%	13.57%	693	14.86%	5.11%
Tulsa	9003	5,324	9.41%	2.97%	2.82%	0.00%	0.90%	10.95%	6.97%	1,423	26.73%	439	8.25%	17.57%	339	6.41%	7.30%
Tulsa	9401	5,104	1.33%	6.05%	0.10%	0.00%	0.00%	8.78%	4.62%	1,601	31.37%	525	10.29%	6.13%	659	13.28%	4.96%
Tulsa	4900	1,908	10.12%	6.24%	0.00%	0.00%	0.26%	13.57%	8.49%	523	27.41%	334	17.51%	20.72%	408	21.38%	13.85%
Tulsa	3700	2,590	1.12%	2.93%	1.54%	0.00%	0.00%	10.66%	2.66%	491	18.96%	267	10.31%	9.40%	316	12.20%	8.92%
Tulsa	3000	1,885	5.62%	5.25%	2.23%	0.00%	1.91%	3.08%	6.58%	394	20.90%	231	12.25%	7.77%	494	26.33%	25.21%
Tulsa	2900	2,910	9.86%	1.86%	0.27%	0.38%	0.62%	4.33%	2.75%	589	20.24%	461	15.84%	22.91%	729	25.05%	25.46%
Tulsa	2700	3,066	10.11%	8.64%	0.00%	0.95%	1.30%	11.77%	15.23%	628	20.48%	220	7.18%	11.38%	571	19.31%	36.32%
Tulsa	300	3,910	27.42%	2.63%	0.00%	2.51%	8.21%	9.10%	23.73%	1,345	34.40%	331	8.47%	27.34%	699	17.88%	33.56%
Tulsa	7802	5,487	2.21%	7.09%	0.51%	0.00%	0.13%	6.56%	5.92%	1,629	29.69%	640	11.66%	4.94%	492	8.99%	2.85%
Tulsa	9009	6,729	6.09%	1.14%	13.23%	0.00%	2.85%	9.29%	6.06%	1,965	29.20%	445	6.61%	7.50%	523	7.79%	4.31%
Tulsa	7702	7,918	0.73%	11.05%	1.60%	0.00%	0.81%	9.06%	5.00%	2,337	29.52%	754	9.52%	14.86%	790	10.08%	5.26%
Tulsa	7701	4,736	0.82%	7.22%	1.16%	0.00%	0.00%	13.15%	2.22%	1,366	28.84%	354	7.47%	6.44%	587	12.43%	7.14%
Tulsa	5500	3,410	0.00%	11.76%	0.06%	0.00%	0.59%	7.86%	2.02%	979	28.71%	354	10.38%	11.06%	427	12.52%	20.76%
Tulsa	9008	3,268	17.26%	2.60%	2.88%	0.00%	13.77%	6.46%	42.23%	886	27.11%	179	5.48%	28.36%	454	13.89%	39.42%
Tulsa	4301	2,129	2.77%	1.36%	0.00%	0.23%	0.38%	0.61%	1.55%	379	17.80%	447	21.00%	0.00%	89	4.27%	1.99%
Tulsa	4200	2,749	1.82%	0.22%	0.00%	0.00%	0.00%	4.40%	2.11%	613	22.30%	438	15.93%	0.71%	203	7.51%	5.77%
Tulsa	4101	2,063	0.00%	1.07%	0.87%	1.21%	0.00%	1.55%	0.53%	386	18.71%	446	21.62%	1.85%	231	11.20%	1.31%
Tulsa	4000	3,991	1.55%	6.99%	0.83%	0.00%	0.35%	3.63%	6.21%	753	18.87%	766	19.19%	18.07%	637	16.09%	10.20%
Tulsa	3500	2,402	0.25%	4.37%	2.79%	0.79%	0.50%	9.28%	11.57%	305	12.70%	223	9.28%	12.80%	451	18.78%	12.61%
Tulsa	3400	2,066	9.83%	6.73%	0.97%	0.00%	3.24%	7.41%	20.72%	295	14.28%	113	5.47%	29.33%	431	21.21%	37.48%
Tulsa	3300	1,972	0.41%	7.25%	2.03%	0.00%	0.00%	6.03%	0.00%	333	16.89%	322	16.33%	12.61%	292	14.81%	8.62%
Tulsa	3200	1,467	0.75%	5.59%	1.84%	0.00%	0.55%	2.18%	2.32%	310	21.13%	138	9.41%	4.93%	158	10.77%	7.43%
Tulsa	3100	2,690	8.33%	4.54%	0.45%	0.00%	0.00%	6.02%	0.26%	263	9.78%	312	11.60%	9.75%	432	16.06%	14.91%
Tulsa	2500	3,294	26.90%	7.89%	1.18%	0.00%	1.06%	5.77%	8.93%	148	4.49%	170	5.16%	0.00%	517	29.68%	32.50%
Tulsa	2100	3,570	10.03%	4.65%	4.15%	0.00%	8.96%	6.13%	21.71%	357	10.00%	94	2.63%	37.66%	333	9.34%	53.80%
Tulsa	2000	1,660	8.73%	2.17%	4.82%	0.00%	5.24%	4.82%	22.71%	293	17.65%	177	10.66%	13.24%	145	8.73%	17.80%
Tulsa	1900	1,714	4.96%	4.14%	2.57%	0.00%	1.52%	12.08%	15.17%	382	22.29%	140	8.17%	23.29%	145	8.46%	21.24%

Tulsa	1800	1,816	1.05%	5.67%	0.28%	0.00%	17.73%	10.68%	4.46%	383	21.09%	225	12.39%	12.30%	286	15.98%	16.31%
Tulsa	1700	2,489	5.14%	3.94%	0.00%	0.00%	0.28%	13.66%	5.26%	481	19.33%	354	14.22%	15.55%	312	12.54%	7.11%
Tulsa	1600	4,950	7.35%	8.53%	0.00%	0.00%	12.57%	6.46%	37.25%	1,418	28.65%	373	7.54%	19.30%	848	17.13%	27.00%
Tulsa	1500	4,351	4.87%	7.15%	0.00%	0.00%	12.89%	14.99%	26.66%	1,195	27.46%	442	10.16%	19.68%	695	16.02%	29.85%
Tulsa	1400	5,428	15.90%	6.50%	0.00%	0.00%	9.16%	6.04%	35.08%	1,645	30.31%	279	5.14%	21.42%	741	13.72%	34.53%
Tulsa	1300	1,811	7.68%	5.36%	0.00%	0.00%	17.23%	8.39%	35.62%	510	28.16%	165	9.11%	21.46%	385	21.26%	38.87%
Tulsa	1200	1,513	11.04%	9.72%	0.00%	0.00%	14.08%	10.91%	46.40%	461	30.47%	123	8.13%	19.12%	195	12.98%	32.25%
Tulsa	1000	1,563	92.51%	0.70%	0.00%	0.00%	0.00%	2.11%	0.00%	529	33.85%	172	11.00%	36.21%	340	21.75%	22.78%
Tulsa	900	1,312	51.68%	0.46%	0.00%	1.98%	0.00%	15.63%	0.76%	347	26.45%	184	14.02%	31.45%	350	26.74%	46.75%
Tulsa	800	1,403	79.90%	0.36%	0.00%	0.00%	0.00%	4.42%	3.42%	323	23.02%	231	16.46%	24.52%	353	25.16%	29.86%
Tulsa	700	1,966	55.54%	0.00%	0.00%	0.00%	0.86%	22.13%	7.32%	655	33.32%	314	15.97%	34.48%	559	29.27%	57.91%
Tulsa	600	1,198	84.72%	2.59%	1.00%	0.00%	0.00%	10.93%	2.17%	401	33.47%	195	16.28%	49.03%	326	27.26%	40.13%
Tulsa	500	2,144	81.76%	1.87%	0.00%	0.00%	0.00%	7.14%	6.53%	854	39.83%	217	10.12%	48.26%	314	14.65%	28.19%
Tulsa	400	3,686	23.47%	4.07%	1.17%	0.00%	10.39%	14.30%	35.35%	1,297	35.19%	370	10.04%	26.63%	749	20.36%	38.63%
Tulsa	7510	5,345	3.37%	3.87%	0.52%	0.00%	2.38%	2.47%	12.44%	1,498	28.03%	532	9.95%	15.70%	516	9.65%	8.81%
Tulsa	7518	3,516	7.14%	1.17%	16.84%	0.00%	1.05%	2.82%	4.84%	1,041	29.61%	280	7.96%	5.12%	221	6.39%	2.66%
Tulsa	7522	1,980	0.96%	5.25%	0.00%	0.00%	1.06%	2.53%	4.44%	457	23.08%	285	14.39%	11.07%	272	13.76%	10.77%
Tulsa	7508	6,166	8.43%	1.57%	2.45%	0.00%	1.39%	5.17%	4.09%	1,791	29.05%	633	10.27%	8.22%	495	8.06%	4.49%
Tulsa	7507	3,552	4.50%	3.86%	0.00%	0.00%	4.00%	12.08%	8.00%	985	27.73%	427	12.02%	10.52%	307	8.65%	7.92%
Tulsa	7503	2,530	0.32%	12.17%	0.00%	0.55%	0.99%	4.03%	6.09%	619	24.47%	418	16.52%	15.22%	385	15.57%	7.28%
Tulsa	7415	1,913	2.67%	7.21%	0.00%	0.00%	0.00%	9.20%	9.83%	580	30.32%	149	7.79%	14.47%	125	6.53%	6.01%
Tulsa	7414	2,419	16.25%	2.56%	0.00%	0.00%	0.66%	5.33%	3.80%	594	24.56%	167	6.90%	21.62%	266	11.00%	10.90%
Tulsa	7410	2,452	13.70%	6.61%	1.96%	0.00%	0.00%	3.87%	15.66%	606	24.71%	83	3.38%	32.37%	235	9.58%	9.52%
Tulsa	7520	3,742	0.77%	2.16%	6.73%	0.00%	1.04%	3.98%	4.60%	797	21.30%	544	14.54%	4.99%	340	9.11%	2.28%
Tulsa	7412	3,639	2.91%	1.29%	13.63%	0.00%	2.53%	1.48%	7.36%	1,069	29.38%	382	10.50%	2.69%	229	6.39%	3.30%
Tulsa	7413	4,064	11.29%	3.69%	5.00%	0.00%	0.98%	8.17%	8.64%	1,196	29.43%	361	8.88%	6.61%	366	9.01%	1.62%
Tulsa	7409	4,057	18.41%	3.38%	6.88%	0.00%	2.74%	3.30%	12.74%	1,302	32.09%	271	6.68%	12.76%	238	5.87%	6.58%
Tulsa	11100	505	21.58%	19.41%	0.00%	0.00%	0.00%	18.42%	21.78%	83	16.44%	128	25.35%	2.05%	68	14.47%	24.89%
Tulsa	9402	4,871	0.00%	10.76%	0.25%	0.00%	0.68%	10.68%	3.86%	1,150	23.61%	724	14.86%	7.67%	909	18.66%	5.38%
Wagoner	30405	5,532	1.41%	8.91%	8.48%	0.00%	1.27%	5.97%	5.33%	1,951	35.27%	257	4.65%	4.63%	601	10.86%	5.01%
Wagoner	30406	4,558	5.86%	4.30%	2.35%	0.00%	0.00%	6.32%	0.42%	1,485	32.58%	343	7.53%	5.52%	429	9.41%	4.83%

Wagoner	30508	2,110	0.76%	4.03%	2.27%	0.00%	1.23%	7.44%	8.58%	463	21.94%	323	15.31%	2.67%	200	9.48%	4.27%
Wagoner	30506	1,639	0.00%	3.54%	0.00%	0.00%	0.24%	1.83%	1.16%	559	34.11%	222	13.54%	6.20%	281	17.14%	14.46%
Wagoner	30800	2,784	1.15%	8.80%	0.00%	0.00%	0.00%	14.51%	2.33%	794	28.52%	319	11.46%	6.29%	311	11.17%	7.26%
Wagoner	30602	7,180	2.08%	7.55%	0.93%	0.00%	0.58%	7.67%	7.08%	1,790	24.93%	894	12.45%	14.82%	1,237	17.36%	15.52%
Wagoner	30601	3,925	0.79%	9.38%	0.00%	0.00%	0.00%	12.46%	1.17%	838	21.35%	559	14.24%	2.93%	486	12.38%	3.13%
Wagoner	30505	1,907	0.31%	11.06%	0.00%	0.00%	0.00%	5.45%	0.00%	486	25.49%	227	11.90%	10.60%	272	14.26%	4.72%
Wagoner	30512	3,815	8.31%	6.97%	0.71%	0.00%	2.83%	6.50%	6.21%	1,007	26.40%	441	11.56%	6.69%	420	11.04%	7.42%
Wagoner	30511	1,936	1.76%	4.39%	0.00%	0.00%	2.27%	8.42%	4.24%	385	19.89%	235	12.14%	1.73%	254	13.12%	1.76%
Wagoner	30510	1,871	2.57%	7.22%	0.48%	0.00%	3.53%	4.81%	5.77%	411	21.97%	361	19.29%	9.69%	245	13.09%	4.38%
Wagoner	30502	2,164	0.55%	5.31%	6.38%	0.00%	1.85%	11.28%	4.11%	470	21.72%	287	13.26%	7.35%	280	12.94%	10.07%
Wagoner	30403	1,964	3.11%	13.54%	1.12%	0.00%	0.41%	8.25%	1.83%	543	27.65%	165	8.40%	1.83%	344	17.52%	9.67%
Wagoner	30509	4,148	4.65%	3.35%	0.00%	0.00%	1.45%	6.80%	7.26%	1,063	25.63%	441	10.63%	7.26%	311	7.50%	2.46%
Wagoner	30402	4,640	1.12%	7.56%	0.00%	0.00%	0.84%	6.40%	2.24%	1,011	21.79%	636	13.71%	3.91%	629	13.56%	6.66%
Wagoner	30507	2,622	0.76%	7.51%	0.65%	0.00%	10.60%	3.93%	26.16%	986	37.60%	115	4.39%	18.07%	251	9.57%	27.23%

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Wagoner County Tim Kelley - Commissioner  
Wagoner County Richard Keck - Wagoner County Towns

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Thom Moton, City of Broken Arrow  
Red Statum, City of Catoosa  
Daryl Golbek, City of Claremore  
Steve Tinker, City of Collinsville  
Robbie Morton, City of Coweta  
David Tillotson, City of Glenpool  
Mike Tinker, City of Jenks  
TBD, City of Owasso  
Rocky Rogers, City of Sand Springs  
Tom DeArman, City of Sapulpa  
Dan Yancey, Town of Skiatook  
Jeff Mulder, City of Tulsa, Mayor's Designee  
Paul Zachary, City of Tulsa, Engineering Services, Vice-Chairman  
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Mike Helm, Commissioner, Rogers County

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Bill John Baker, Cherokee Nation of Oklahoma

George Tiger, Creek Nation of Oklahoma

John Red Eagle, Osage Nation of Oklahoma

Vacant, Pedestrian/Bikeways

Bill Cartwright, Metropolitan Tulsa Transit Authority

David Giacomo, Tulsa Parking AuthorityB-3

Jon McGrath, Railroad Interest

Vacant, Trucking

Kenneth White, Tulsa Airport Authority

David Yarbrough, Tulsa-Rogers County Port of Catoosa

David Murdock, Oklahoma Turnpike Authority

Richard Smith, INCOG Air Quality Committee

Ernestine Mbroh, Oklahoma Department of Transportation, Transit programs

John Bowman, ODOT, Planning and Research Division

John Fidler, Oklahoma Transportation Commission, District 1

Peter Regan, Oklahoma Transportation Commission, District 8

Rich Brierre, Indian Nations Council of Governments Board of Directors

John Shivel, Tulsa Metropolitan Area Planning Commission

Non-voting Members:

☐ TBD, Tulsa Metro Chamber

☐ Tom Hendrix, Technical Advisory Committee, Chairman

☒ Edward Agnew, Federal Aviation Administration (OK)

☒ Gary Corino, Federal Highway Administration

☒ Pearlie Tiggs, Federal Transit Administration

#### Transportation Technical Committee

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Jim Dunlap, City of Collinsville

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Robert Carr, City of Jenks, Vice-Chairman

Roger Stevens, City of Owasso

Derek Campbell, City of Sand Springs

David Gilliland, City of Sapulpa

David Truelove, Town of Skiatook

Brent Stout, City of Tulsa, Project Planning

Kurt Kraft, City of Tulsa, Traffic Engineering

Newt Stephens, Commissioner, Creek County

Scott Hilton, Commissioner, Osage County

Mike Helm, Commissioner, Rogers County

Tom Rains, Tulsa County Engineer

Tim Kelley, Commissioner, Wagoner County

Rob Endicott, Cherokee Nation Principal Chief

George Tiger, Creek Nation Principal Chief

John D. Red Eagle, Osage Nation

Matt Meyer, Pedestrians/Bikeways

Liann Alfaro, Metropolitan Tulsa Transit Authority

Jon McGrath, Railroad InterestB-4

Kenneth White, Tulsa Airport Authority

David Yarbrough, City of Tulsa-Rogers County Port of Catoosa

David Murdock, Oklahoma Turnpike Authority

Richard Smith, INCOG Air Quality Committee

Rhonda Jeffries, Oklahoma State Department of Environmental Quality

Randle White, Oklahoma Department of Transportation, Division VIII Engineer

Ernestine Mbroh, Oklahoma Department of Transportation, Transit programs

Craig Moody, ODOT, Transportation Division

Ann Domin, Deputy Director, Indian Nations Council of Governments

Non-voting Members:

Jeffrey Riley, Environmental Protection Agency, Region 6

Bill Bell, Federal Aviation Administration

Isaac Akem, Federal Highway Administration

Pearlie Tiggs, Federal Transit Administration

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**Booth/Table Vendor Evaluation - Part A**

*Complete one week prior to event, if possible*

Event Name			
Event Date(s)		Location	
Related Project		Related Event Series	
Event Start Time		Event End Time	
Expected Attendance		Date of Evaluation	

**PLANNING/NOTIFICATION**

Is participation confirmed (attach application and related correspondence)	
Partners for Event	
Do these partners represent low-income, minority, LEP, youth/elderly, or persons with disabilities?	
Purpose of Event	
Target Audience	
Is audience expected to include individuals with disabilities or LEP individuals who will require information in different formats? If yes, what steps will be taken to accommodate individuals (i.e. accessible booth set-up, translators, information in Braille and/or Spanish)	
How does the event purpose/expected audience relate to this project?	
Was event posted on Transportation Planning website? (attach print-out)	
Was event posted on Green Traveler website? (attach print-out)	
Was event notice posted in Spanish on the Spanish-language page?	

Was a press release noting INCOG's involvement sent? (attach example)			
Were press releases sent to media outlets with primarily minority, low-income, LEP, youth/elderly, and/or disabled audiences?			
<i>Number of press releases sent</i>		<i>Date sent</i>	
Was email sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of emails sent</i>		<i>Date sent</i>	
Was hard-copy notice sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of hard-copy notices sent</i>		<i>Date sent</i>	
Was notice sent to Green Traveler commuter database? (attach example)			
<i>Number of notices sent</i>		<i>Date sent</i>	
Was event included in Transportation newsletter? (attach example)			
<i>Number of newsletters sent</i>		<i>Date sent</i>	
<b>LOGISTICS/HANDOUTS</b>			
Staff Involved			
Will staff work in shifts? (attach schedule)			
Planned set-up (what will booth look like)			
What interactive elements will the booth include (computer-based quiz, sign-up for prizes, etc.)			
What promotional items will be distributed?			
What handouts will be used?			

Has a sign-in sheet been prepared?	
Is a car reserved?	
Is the camera reserved?	
Is additional equipment reserved (specify)	
<b>COST</b>	
Booth/Table cost	
Giveaway/Interactive Element Cost	
Promotional Item Cost	
Additional Costs (specify)	
	<b>Total Anticipated Cost:</b>
	<b>\$0.00</b>
<b>ADDITIONAL COMMENTS</b>	

<b>Booth/Table Vendor Evaluation - Part B</b>			
<i>Complete up to one week after event, if possible</i>			
Event Name			
Event Date(s)		Location	
Related Project		Related Event Series	
Event Start Time		Event End Time	
Actual Attendance		Date of Evaluation	
<b>SET-UP, HANDOUTS, AND INTERACTION</b>			
Were participants interested in handouts, booth, and interactive elements?			
Were participants interested in giveaway/promotional items?			
Should promotional items been used again?			
Did interactions with participants show an understanding of the project?			
<b>FEEDBACK</b>			
Through what means were comments collected?			
Were the methods effective?			
How many comments were received?			
Did participants receive responses to their comments?			
Did comments show an understanding of the project and public involvement process?			
Comments on Feedback			
<b>REQUESTS FOR INFORMATION</b>			
Were there any requests for information in other formats (LEP, Braille, etc.)			

How were requests accommodated?	
Were participants added to the database?	
Comments on requests for information	
<b>WEB TRAFFIC</b>	
Using Analytics, how many visits to the INCOG website during/after the event were recorded?	
Using Analytics, how many visits to the Green Traveler website during/after the event were recorded?	
Compared to previous use, how did web traffic differ after the event?	
Comments on web traffic	
<b>MEDIA</b>	
Were any interview conducted? With what media outlets?	
Comments on interviews	
<b>FACILITY</b>	
Was the facility, time period, and day appropriate for the event?	
Comments on facility and times	
<b>OVERALL</b>	
What were the best things about this event?	
What were the worst things about this event?	
Considering the above factors, how would you rate this event?	

What changes could be made to improve this event?	
Should event be attended in the future?	
<b>COST ANALYSIS</b>	
Total Cost	
Number of Attendees	
Cost/Attendee	<b>#DIV/0!</b>
<b>ADDITIONAL COMMENTS</b>	

**Presentation Request Evaluation - Part A**

*Complete one week prior to presentation, if possible*

Group Meeting			
Presentation Date		Location	
Presentation Topic		Related Event Series	
Meeting Start Time		Meeting End Time	
Expected Attendance		Date of Evaluation	

**PLANNING/NOTIFICATION**

Is presentation confirmed? (attach related correspondence)	
Does the group meeting represent low-income, minority, LEP, youth/elderly, or persons with disabilities?	
Group's Purpose	
Is audience expected to include individuals with disabilities or LEP individuals who will require information in different formats? If yes, what steps will be taken to accommodate individuals (i.e. accessible booth set-up, translators, information in Braille and/or Spanish)	
How does the meeting purpose/expected audience relate to this project?	
Was presentation notice posted on Transportation Planning website? (attach print-out)	
Was presentation notice posted on Green Traveler website? (attach print-out)	
Was presentation notice posted in Spanish on the Spanish-language page?	
Was a press release noting INCOG's involvement sent? (attach example)	

Were press releases sent to media outlets with primarily minority, low-income, LEP, youth/elderly, and/or disabled audiences?			
<i>Number of press releases sent</i>		<i>Date sent</i>	
Was email sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of emails sent</i>		<i>Date sent</i>	
Was hard-copy notice sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of hard-copy notices sent</i>		<i>Date sent</i>	
Was notice sent to Green Traveler commuter database? (attach example)			
<i>Number of notices sent</i>		<i>Date sent</i>	
Was event included in Transportation newsletter? (attach example)			
<i>Number of newsletters sent</i>		<i>Date sent</i>	
<b>LOGISTICS/HANDOUTS</b>			
Staff Involved			
What type of presentation will be done?			
What interactive activities will be included (question-and-answer, small group discussion, etc.)			
What promotional items will be distributed?			
What handouts will be used?			
Has a sign-in sheet been prepared?			
Is a car reserved?			
Is the camera reserved?			

Is a laptop reserved?	
Is a projector reserved?	
Is additional equipment reserved (specify)	
<b>COST</b>	
Promotional Item Cost	
Additional Costs (specify)	
<b>Total Anticipated Cost:</b>	<b>\$0.00</b>
<b>ADDITIONAL COMMENTS</b>	

<b>Presentation Request Evaluation - Part B</b>			
<i>Complete up to one week after presentation, if possible</i>			
Group Meeting			
Presentation Date		Location	
Presentation Topic		Related Event Series	
Meeting Start Time		Meeting End Time	
Expected Attendance		Date of Evaluation	
<b>SET-UP, HANDOUTS, AND PRESENTATION</b>			
Were participants interested in handouts, presentation, and interactive elements?			
Were participants interested in giveaway/promotional items?			
Should promotional items been used again?			
Did interactions with participants show an understanding of the project?			
Comments on handouts, interaction, and presentation			
<b>REQUESTS FOR INFORMATION</b>			
Were there any requests for information in other formats? (LEP, Braille, etc.)			
How were requests accommodated?			
Were participants added to the database?			
Comments on requests for information			
<b>WEB TRAFFIC</b>			
Using Analytics, how many visits to the INCOG website after the presentation were recorded?			
Using Analytics, how many visits to the Green Traveler website after the event presentation were recorded?			

Compared to previous use, how did web traffic differ after the event?	
Comments on web traffic	
<b>MEDIA</b>	
Were any interview conducted? With what media outlets?	
Comments on interviews	
<b>FACILITY</b>	
Was the facility, time period, and day appropriate for the meeting/presentation?	
Comments on facility and times	
<b>FEEDBACK</b>	
Through what means were comments collected?	
Were the methods effective?	
How many comments were received?	
Did participants receive responses to their comments?	
Did comments show an understanding of the project and public involvement process?	
Comments on Feedback	
<b>OVERALL</b>	
What were the best things about this meeting/presentation?	
What were the worst things about this meeting/presentation?	
Considering the above factors, how would you rate this meeting/presentation?	
What changes could be made to improve	

this presentation?	
Should this group's meetings be attended in the future?	
<b>COST ANALYSIS</b>	
Total Cost	
Number of Attendees	
Cost/Attendee	<b>#DIV/0!</b>
<b>ADDITIONAL COMMENTS</b>	

**Review Period Evaluation - Part A**

*Complete one week prior to review period, if possible*

Document Under Review			
Begin Review Date		End Review Date	
Duration of Review Period		Date of Evaluation	

**NOTIFICATION**

Were advertisements placed in media outlets with primarily minority, low-income, LEP, youth/elderly, and/or disabled audiences (List all)			
<i>Number of advertisements</i>		<i>Date sent</i>	
Was review period notice posted on Transportation Planning website? (attach print-out)			
Was review period notice posted on Green Traveler website? (attach print-out)			
Was review period notice posted in Spanish on the Spanish-language page?			
Was a press release about the review period sent? (attach example)			
Were press releases sent to media outlets with primarily minority, low-income, LEP, youth/elderly, and/or disabled audiences?			
<i>Number of press releases sent</i>		<i>Date sent</i>	
Was email sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of emails sent</i>		<i>Date sent</i>	

Was hard-copy notice sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of hard-copy notices sent</i>		<i>Date sent</i>	
Was notice sent to Green Traveler commuter database? (attach example)			
<i>Number of notices sent</i>		<i>Date sent</i>	
Was review period included in Transportation newsletter? (attach example)			
<i>Number of newsletters sent</i>		<i>Date sent</i>	
<b>ACCESS TO DOCUMENT</b>			
Is document and comment form available on Transportation website?			
Is document and comment form available on Green Traveler website?			
Was document and comment form translated into additional languages or formats (i.e. Spanish, Braille)?			
Is document and comment form available at area libraries?			
Is hard-copy of document and comment form available at INCOG offices?			
<b>COST</b>			
Additional Costs (specify)			
<b>Total Anticipated Cost:</b>			<b>\$0.00</b>

<b>ADDITIONAL COMMENTS</b>			
<b>Review Period Evaluation - Part B</b>			
<i>Complete up to one week after review period, if possible</i>			
Document Under Review			
Begin Review Date		End Review Date	
Duration of Review Period		Date of Evaluation	
<b>REQUESTS FOR INFORMATION</b>			
How many hard-copy versions of the document were requested?			
Were any special requests made for information in other formats? (LEP, Braille, etc.)			
How were requests accommodated?			
Were participants added to the database?			
Comments on requests for information			
<b>WEB TRAFFIC</b>			
Using Analytics, how many visits to the INCOG website during the review period were recorded?			
Using Analytics, how many visits to the Green Traveler website during the review period were recorded?			
Compared to previous use, how did web traffic differ during the review period?			
Comments on web traffic			

<b>MEDIA</b>	
Were any interviews conducted? With what media outlets?	
Comments on interviews	
<b>FEEDBACK</b>	
Through what means were comments collected?	
Were the methods effective?	
How many comments were received?	
Did participants receive responses to their comments?	
Did comments show an understanding of the project and public involvement process?	
Comments on Feedback	
<b>OVERALL</b>	
What were the best things about this review period?	
What were the worst things about this review period?	
Considering the above factors, how would you rate this review period?	
What changes could be made to improve future document reviews?	
<b>COST</b>	
Additional Costs (specify)	
Participants/Comments	

Total Anticipated Cost: #DIV/0!

**ADDITIONAL COMMENTS**

## Event Evaluation - Part A

*Complete one week prior to event, if possible*

Event Name			
Event Date(s)		Location	
Related Project		Related Event Series	
Event Start Time		Event End Time	
Expected Attendance		Date of Evaluation	

### PLANNING/NOTIFICATION

Purpose of Event	
Partners for Event	
Do these partners represent low-income, minority, LEP, youth/elderly, or persons with disabilities?	
Target Audience	
Is audience expected to include individuals with disabilities or LEP individuals who will require information in different formats? If yes, what steps will be taken to accommodate individuals (i.e. accessible booth set-up, translators, information in Braille and/or Spanish)	
Was event posted on Transportation Planning website? (attach print-out)	
Was event posted on Green Traveler website? (attach print-out)	
Was event notice posted in Spanish on the Spanish-language page?	
Was a press release noting INCOG's involvement sent? (attach example)	
Were press releases sent to media outlets with primarily minority, low-income, LEP, youth/elderly, and/or disabled audiences?	

<i>Number of press releases sent</i>		<i>Date sent</i>	
Was email sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of emails sent</i>		<i>Date sent</i>	
Was hard-copy notice sent to INCOG database (please note listings or "entire database" and attach example)			
<i>Number of hard-copy notices sent</i>		<i>Date sent</i>	
Was notice sent to Green Traveler commuter database? (attach example)			
<i>Number of notices sent</i>		<i>Date sent</i>	
Was event included in Transportation newsletter? (attach example)			
<i>Number of newsletters sent</i>		<i>Date sent</i>	
<b>LOGISTICS/HANDOUTS</b>			
Staff Involved			
Will staff work in shifts? (attach schedule)			
What facility will be used?			
Was facility staff contacted for confirmation and set-up details?			
Planned set-up (what will event look like)			
What interactive elements will the event include (question-and-answer, visualization, etc..)			
What activities will be conducted to encourage participation? (small group activities, map exercises, etc.)			
What promotional items will be distributed?			
What handouts will be used?			
Will demographics surveys be used?			

What type of presentation will be done?	
Has a sign-in sheet been prepared?	
Is a car reserved?	
Is the camera reserved?	
Is additional equipment reserved (specify)	
<b>COST</b>	
Facility Cost	
Food Cost	
Giveaway/Interactive Element Cost	
Promotional Item Cost	
Additional Costs (specify)	
	<b>Total Anticipated Cost:</b>
	<b>\$0.00</b>
<b>ADDITIONAL COMMENTS</b>	

## Event Evaluation - Part B

*Complete up to one week after event, if possible*

Event Name			
Event Date(s)		Location	
Related Project		Related Event Series	
Event Start Time		Event End Time	
Expected Attendance		Date of Evaluation	

### SET-UP, HANDOUTS, AND INTERACTION

Were participants interested in handouts, booth, and interactive elements?	
Were participants interested in giveaway/promotional items?	
Should promotional items been used again?	
Did interactions with participants show an understanding of the project?	
Comments on booth set-up, handouts, and interaction	

### FEEDBACK

Through what means were comments collected?	
Were the methods effective?	
How many comments were received?	
Did participants receive responses to their comments?	
Did comments show an understanding of the project and public involvement process?	
Comments on Feedback	

<b>WEB TRAFFIC</b>	
Using Analytics, how many visits to the INCOG website during/after the event were recorded?	
Using Analytics, how many visits to the Green Traveler website during/after the event were recorded?	
Compared to previous use, how did web traffic differ after the event?	
Comments on web traffic	
<b>MEDIA</b>	
Were any interview conducted? With what media outlets?	
Comments on interviews	
<b>FACILITY</b>	
Was the facility appropriate for the event?	
Was the time period appropriate for the event?	
Was the day of the week appropriate for the event?	
Comments on facility and times	
<b>OVERALL</b>	
What were the best things about this event?	
What were the worst things about this event?	
Considering the above factors, how would you rate this event?	

What changes could be made to improve this event?	
Should this event be held again the future?	
<b>COST ANALYSIS</b>	
Total Cost	
Number of Attendees	
<b>Cost/Attendee</b>	<b>#DIV/0!</b>
<b>ADDITIONAL COMMENTS</b>	



Date \_\_\_\_\_  
 Event \_\_\_\_\_

## PARTICIPANT SURVEY

*Your answers are voluntary and anonymous. Information will be used to improve future outreach efforts. Thank you for your participation!*

Your Zip Code

CARD FRONT

**1. How did you hear about this event?**

Mailing to your home/office  
 Email to your home/office  
 INCOG website  
 Newspaper, radio or TV news  
 Advertisement /classified ad  
 Word of mouth  
 Other (please explain) \_\_\_\_\_

**2. What is your gender?**

Female     Male

**3. What is your annual household income?**

Less than \$20,000  
 \$20,000 - \$49,999  
 \$50,000 - \$99,999  
 \$100,000 or more

CARD BACK

**4. What is your age?**

1 - 17     40 - 49  
 18 - 29     50 - 64  
 30 - 39     65 or older

**6. Please list any legally recognized disabilities**

\_\_\_\_\_

\_\_\_\_\_

**5. What is your race/ethnicity?**

Alaskan Native  
 American Indian  
 Asian or Pacific Islander  
 Black (not of Hispanic origin)  
 Hispanic  
 White (not of Hispanic origin)  
 Multiracial  
 Other (please explain) \_\_\_\_\_

**7. What language do you principally speak at home?**

\_\_\_\_\_

\_\_\_\_\_

**8. Are you a single parent with children under 18?**

Yes     No

**Thank you for your participation!**

## Title VI Complaint Form

<b>Section I:</b>				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
<b>Section II:</b>				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party: _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
<b>Section III:</b>				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information				



## CONTRACTUAL ASSURANCES

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

**(1) Compliance with Regulations:** The contractor shall comply with the Regulations relative to nondiscrimination in Federally assisted programs of the Department of Transportation (hereinafter “DOT”), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

**(2) Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, age, sex or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

**(3) Solicitation of Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, sex, age, or disability.

**(4) Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by ODOT or INCOG as appropriate, and shall set forth what efforts it has made to obtain the information.

**(5) Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of the contract, INCOG shall impose such contract sanctions as it or ODOT may determine to be appropriate, including but not limited to withholding of payments to the contractor under the contract until the contractor complies, and/or cancellation, termination or suspension of the contract, in whole or in part.

**(6) Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontract or procurement as INCOG or ODOT may direct as a means of enforcing such provisions including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such directions, the contractor may request INCOG to enter into such litigation to protect INCOG, and, in addition, the contractor may request the United State to enter into such litigation to protect the interests of the United States.