

## **MPO and RPO TAC MEMBERS 2019 SEI AND RED FILING REMINDERS:**

- Complete SEIs **and** Real Estate Disclosure Forms (REDs) must be filed on or before **APRIL 15, 2019**.
- Use **INTERNET EXPLORER** web browser (instead of Firefox, Safari or Google Chrome) to access SEI and RED forms.
- We strongly recommend that you file online at:  
[http://www.ethicscommission.nc.gov/sei/blankForm.aspx?type=MPO\\_RPO](http://www.ethicscommission.nc.gov/sei/blankForm.aspx?type=MPO_RPO). Online filing is fast, easy, ensures immediate confirmation of your filing and saves your information for all future filings.
- Follow the simple instructions on our website to get an NCID user id and password, prior to your initial online filing. **At the New User Registration page, you must choose “Individual Account” as your user type.**
- **ONLINE FILING:** The **SEI and the RED are connected**; therefore, when you file your SEI online you are simultaneously filing your RED. **PLEASE NOTE: There is no need to manually file a separate RED when you file online.** Multiple filings create duplicate records and confusion, and all filings are available for public review.
- **MANUAL FILING:** The SEI and RED are **not** connected. **Therefore, manual filers must print out both the SEI and the RED forms and then complete, sign and file the original SEI and the original RED with the Commission. Filers should keep a copy of their SEI and RED for their records.**
- If you filed a 2018 SEI **and** you have had **no changes** since your 2018 filing, you should file a 2018 SEI **No Change Form**, located on our website.
- All filers **MUST** complete a 2019 RED, even those who file a 2018 SEI No Change Form.
- You **MUST** file a 2019 SEI Long Form if either of the following apply to you:
  - a. You filed a 2018 SEI but you have had changes since your 2018 filing; or
  - b. You are a first time filer or have been appointed to a new or additional position/board.
- **New members must file a 2019 SEI and RED and receive an evaluation letter from our office prior to participating or voting.**
- If you need to supplement your SEI or RED due to an omission, **call the Commission.**

### **RELATED PENALTIES AND SANCTIONS**

- A \$250 fine **will be levied** for the late, incomplete or non-filing of an SEI.
- A \$250 penalty **will be levied** for the late, incomplete or non-filing of an RED.
- Failure to file a complete SEI within 60 days of notice is a Class 1 misdemeanor and **must be reported** to the Director of the State Bureau of Investigation (SBI) for investigation and possible prosecution.
- Failure to file a complete RED within 60 days of notice is a Class 1 misdemeanor and **must be reported** to the Director of the State Bureau of Investigation (SBI) for investigation and possible prosecution.

**For more information contact the NC State Ethics Commission**

1324 Mail Service Center  
Raleigh, North Carolina 27699-1324  
PH: (919)814-3600  
FAX: (919)715-1644  
[SEI@doa.nc.gov](mailto:SEI@doa.nc.gov)

[https://ethics.ncsbe.gov/sei/blankForm.aspx?type=MPO\\_RPO](https://ethics.ncsbe.gov/sei/blankForm.aspx?type=MPO_RPO)

# UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

March 13, 2019

TAC: 3:00 p.m.

Wilson Operations Center - 1800 Herring Ave. - Wilson, NC 27893  
252-296-334

## RPO Transportation Advisory Committee Agenda

1. Welcome & Introductions – Lu Harvey Lewis – TAC Vice Chair
2. Additions or corrections to Agenda
3. Approval of Minutes November 14, 2018

### Presentation and Member Input

1. NC Moves 2050 Plan – Presentation, *Nastasha B Earle-Young*

### Action Items

2. Title VI Plan Adoption
3. UCPRPO Final FY1920 PWP Adoption

### Discussion Items

4. CTP Update Requests
5. Draft STIP FY2020-2029
6. STI P6 Prioritization Calendar Update and Project Input
7. TAC Member Ethics Reminder

### Reports

8. US 70 Commission – Last Meeting November 15, 2018 (Wayne County) Neuse Flood Study
9. Hwy 17/64 Association
10. Legislative/STIP Update (S68 – Reduce required match for moving utilities on highway projects for municipalities under 200k)
11. NCDOT Division 4
12. NCDOT Planning Division (TPD)

### Public Comment

13. Public Comment

### Other Business

14. TCC Member Comments

### Dates of future meetings:

May 22, 2019

July 17, 2019

September 11, 2019

November 13, 2019

### Attachments:

1. TCC November 6, 2018 Minutes
2. NC Moves 2050 Plan Fact Sheets
3. Title VI Plan
4. UCPRPO FY1920 PWP
5. Draft STIP FY2020-2029 UCPRPO Changes
6. STI P6 Calendar-New Projects
7. TAC Member Ethics Filing Reminder

# UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

November 14, 2018

## RPO Transportation Advisory Committee Minutes

### TAC

C.B. Brown, Tarboro  
Lu Harvey Lewis, Middlesex  
Cheryl Oliver, Selma  
Ted Godwin, Johnston  
Jerry Medlin, Benson  
Logan Liles, City of Wilson  
Derrick D. Creech, City of Wilson  
Wayne Outlaw, Nash

### Attendance

#### NCDOT

Jimmy Eatmon, NCDOT Division 4  
Carlos Moya, TPB  
Craig Midgett, NCDOT  
Ronnie Keeter, NCDOT Division 4  
Sam Lawhorn, NCDOT Division 4  
Eddie McFalls, NCDOT Rail

#### UCPRPO

James Salmons

### **Introduction**

1. *Welcome & Introductions – Lu Harvey Lewis – TAC Vice Chair*  
TAC Vice Chair Mr. Lu Harvey Lewis (Middlesex) called the meeting to order. Mr. Lewis welcomed and thanked everyone for attending the meeting.
2. Mr. Lewis asked if any members have a conflict of interest on any of the items on the agenda. No conflicts of interest were disclosed.
3. Mr. Lewis asked everyone to review the agenda and requested a motion for approval. **UPON A MOTION** by Logan Liles (City of Wilson), second by C.B. Brown (Tarboro) the modified agenda was approved.
4. *Minutes – September 27, 2018*  
After reviewing the Minutes for the September 27, 2018 meeting and **UPON A MOTION** by Logan Liles (City of Wilson), second by C.B. Brown (Tarboro) they were unanimously approved.

### **Presentation**

5. *NCDOT Rail Update, CCX and Southeast Rail Commission, Eddie McFalls, NCDOT*  
Mr. Eddie McFalls provided an update on the CCX project. He stated that construction is anticipated to begin in the Spring of 2019 with the expected timeline of 18-20 months. In addition, Mr. McFalls provided information on the Southeast Corridor Rail Commission established to support the development of a plan for the design, construction, financing, oversight and operation of the Southeast Corridor high speed rail.

### **Discussion Items**

6. *STI P5 Division Project Scores Review*
7. Members were provided a brief overview the STI P5 Division Project Scores and results of the TAC prioritization exercise.
8. *STI P5 Division Project Priorities*  
The TCC recommended STI P5 Division Project Points Allocation were included within the agenda packet. Due to large project costs, low scores, and lack of local support the following modifications to the Division Points Allocation was recommended by the TCC:
  - A. H141265-I 87- US 64 Upgrade to Interstate Standards: 100 points re-allocated to H170353 - New Route - Wilson Northern Loop
  - B. H129204-I 95 - Widen I-95 to 8 Lanes: 100 points re-allocated to H170663 - NC 242 in Benson
  - C. H090182-NC 11 - Widen to Four Lanes: 100 points re-allocated to H150646-Swift Creek Rd - Turning Lane at Johnston Airport
  - D. H170729-I 42/US 70 - Upgrade to Interstate Standards: 100 points re-allocated to H090470 - NC 111 Widen to three lanes (Tarboro)

# UPPER COASTAL PLAIN

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## RURAL PLANNING ORGANIZATION

- E. H090224B-NC 33 - Widen to Multi Lanes: 100 points re-allocated to H170115-I 87 - US 64 Tarboro Interchange

### Decision Items

9. *STI P5 Division Project Point Allocation approval for TAC adoption*  
After reviewing the recommenced STI P5 Division Project Points Allocation proposed by the TCC and following a brief discussion a **MOTION** by Ted Godwin (Johnston) was made, a second by Jerry Medlin (Benson), the STI P5 Division Projects Final Points Allocation recommended by the TCC was unanimously approved.
10. *Resolution of support for Safe Routes to School Program Funding*  
A Resolution of Support for Safe Routes to School Program Funding was presented to members as recommended by the TCC and was included in the agenda packet. The resolution was discussed in detail to help determine the need. It was stated that the TAC was strongly in support of safe routes to schools however there is more concern about actually funding needed construction of pedestrian facilities. After further discussion and **UPON A MOTION** not to support the resolution by Ms. Cheryl Oliver (Selma), second by Mr. Ted Godwin (Johnston) the resolution of support was unanimously denied.

### Reports

11. *US 70 Commission*  
The US 70 Commission has not met since before Hurricane Florence. Members were invited to the next US 70 Commission meeting scheduled for November 15, 2018 at 1:30pm at the Maxwell Regional Agricultural Convention Center, Farm Bureau Room H in Goldsboro, NC. Mr. Eddie McFalls stated a similar Rail presentation was planned.
12. *Hwy 17/64 Association – Next meeting September 19, 2018*  
Mr. Salmons reported that the NCDOT BOT recently held the Hwy 17/64 Association Sub-Committee meeting on November 7, 2018 and attendees were provided with a project update for projects along the corridors. Both corridors continue to have BOT support. Due to the recent storms, it was reported that the recently scheduled Hwy 17/64 Association had been canceled and no new date has been selected.
13. *Legislative Update*  
There was no legislative update at this time.
14. *NCDOT Division 4*  
Mr. Ronnie Keeter introduced Sam Lawhorn as the District engineer for Johnston and Wayne Counties. In addition, the Division is in the process of inputting their Division points for STI P5. Mr. Salmons added that STI P6 was already gearing up and that the deadline to pre-submit potential intersections for further study was January 18, 2019 and that if anyone had any potential areas to let him know as soon as possible.
15. *NCDOT Planning Division (TPD)*
16. Mr. Carlos Moya reported that he would be serving as the new Rocky Mount MPO TPD coordinator.

### Public Comment

1. *Public Comment*  
There was no public comment

# UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

## Other Business

### 1. TAC Member Comments

- Mr. Salmons informed members about the Smithfield/Selma Chamber “Commuter Rail” meeting scheduled for November 15, 2018 at 2:00pm at the First Citizens Theater in the Smithfield Medical Mall. The intent of the meeting is to explore potential Commuter Rail services between Selma and Clayton.
- In addition, the NCDOT is hosting the NC Transportation Summit that is scheduled for January 9-10, 2019 at the Raleigh Convention Center to discuss declining transportation revenues.
- Mr. Ronnie Keeter and Mr. Jerry Medlin reported that there was a very good turnout at the recent I-95 widening project public meeting in Benson.

### Upcoming meeting:

The next meeting is tentatively scheduled for January 16, 2019.

**UPON A MOTION** from Ted Godwin (Johnston) was made to adjourn with a second motion was made by Cheryl Oliver (Selma) and the meeting was adjourned.

Respectfully submitted,

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Lu Harvey Lewis, TAC Vice Chair

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James M. Salmons, UCPRPO Transportation Planner




## North Carolina's Highway System



The Division of Highways supports the delivery of statewide transportation projects and is responsible for nearly 80,000 miles of road in North Carolina, making it the nation's second largest state-maintained highway system.

## Traffic Safety

In 2016 **42%**   
of people killed on NC roads were **unbuckled** at the time of the crash.

In 2016 **20%**   
of crashes in NC involved a driver that was **distracted**.

More Than **800** **traffic cameras**  
across the state allow NCDOT to **monitor conditions** to quickly respond to incidents and alert motorists through more than 300 dynamic message signs.\*

Source: North Carolina 2016 Traffic Crash Facts, North Carolina Division of Motor Vehicles  
\* As of January 2019



**\$4.7 billion**

—NCDOT's annual budget to build, operate, and maintain the state's diverse transportation network

Source: NCDOT 2017 Annual Report



## The North Carolina Priority Freight Network

North Carolina’s freight system plays a critical role every day for every resident and business – delivering goods to the state’s businesses and residents, keeping manufacturing plants operating, the store shelves stocked, medicine flowing at area medical facilities, and food on the table.

Freight transportation supports jobs throughout the state’s economy, including in all of North Carolina’s key exporting industries.

The state’s freight assets that are most critical to **highway freight** transportation include:

**4,220**

Highway miles

**1,011**

Miles in North Carolina on the National freight network

## Truck Parking

The inventory of truck-parking facilities in North Carolina consists of 167 facilities that provide nearly 4,800 parking spaces throughout the state.

Approximately 59 percent of these facilities are private and 41 percent are public; however, about 85 percent of the truck parking spaces are private.

## Challenges in Highway Freight

- Congestion
- Bridges and pavements
- Crash hotspots
- Truck parking
- Two-lane rural freight routes
- Technological Changes



Source: NCDOT 2017 North Carolina Statewide Multimodal Freight Plan

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# NextGen Truck Technology

North Carolina is a leader in the knowledge economy and a hub for research and development for all things technology, especially truck manufacturing. Combining this with the state’s expansive highway system positions North Carolina to take advantage of this opportunity.



Learn more at  
[ncdot.gov/ncmoves](http://ncdot.gov/ncmoves)

For information about the content of this fact sheet:

**Division of Highways**  
(919)-707-2500  
1536 Mail Service Center  
Raleigh, NC 27699-1554

For information about the NC Moves 2050 Plan:

**Transportation Planning Division**  
(919)-707-0900  
ncmoves@ncdot.gov  
1554 Mail Service Center  
Raleigh, NC 27699-1554



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2050



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STATE OF THE SYSTEM

## Pedestrian & Bicycle



Major trails such as the Mountains-to-Sea Trail (1,000 miles in NC) and the East Coast Greenway (400 miles in NC) **continue to expand** through planning, design, and construction.

North Carolina cities recognize that providing walking and bicycling facilities has a **positive impact on retaining residents, recruiting major employers, and improving health and quality of life.**



↓ **5%**

The number of **teens getting their full provisional driver's license** dropped by 5 percent from 2008-2010 in North Carolina.\*\*

### Why are walking and bicycling important in North Carolina?

- 1) The growing senior population who will be more dependent on walking and biking.
- 2) The trend of car share, bike share, and e-scooters becoming more prevalent.

**6.3%**

of households in North Carolina **do not have access to a vehicle.**



**31.8%**

Approximately 2.52 million of North Carolina's 7.92 million adults are considered obese. This is the **16th highest obesity rate in the country.**\*\*\*



\* Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates

\*\* Source: 2010, North Carolina Division of Motor Vehicles

\*\*\* Source: Centers for Disease Control and Prevention's behavioral risk factor surveillance system for 2017



## Evaluating the Economic Impacts of Shared Use Paths in North Carolina

Shared use paths, also known as greenways, provide a place for bicycle and pedestrian travel off the roadway. A study evaluating the economic impact of shared use paths in North Carolina found that a one-time \$26.7M capital investment in four greenway projects (Brevard Greenway, Little Sugar Creek, American Tobacco Trail, Duck Trail) supports:

**\$19.4M** Estimated annual **sales revenue** at local businesses along the four greenways.

**\$684K** Estimated annual **local and state sales tax** revenue from businesses along the greenways.

**\$25.7M** Estimated **annual savings** from the use of greenways due to more physical activity, less pollution and congestion, and fewer traffic injuries.

**\$48.7M** Estimated **business revenue** from greenway construction.

**790** Jobs supported **annually** through greenway construction.



**Return on investment: Every \$1 of trail construction supports \$1.72 annually from local business revenue, sales tax revenue, and benefits related to health and transportation.\***

### Key Challenges

- Many roadways lack sidewalks and bicycle facilities.
  - Retrofitting North Carolina communities and roadways to include biking and walking facilities can be challenging and costly.
  - Many North Carolina communities built between the 1940s and the 1990s, especially suburbs, were built without bicycle and pedestrian infrastructure, leaving large gaps in bicycle and pedestrian networks.
- Relative to the full NCDOT budget, bicycle and pedestrian transportation receives very little dedicated funding.
- Rural communities lack the resources and funding to improve their communities for walking and bicycling on their own.

\* Source: [Go.ncsu.edu/sharedusepaths](http://Go.ncsu.edu/sharedusepaths)

For information about the content of this fact sheet:  
**Bicycle and Pedestrian Division**  
 (919)-707-2600  
[bikeped\\_transportation@ncdot.gov](mailto:bikeped_transportation@ncdot.gov)  
 1552 Mail Service Center  
 Raleigh, NC 27699-1552

For information about the NC Moves 2050 Plan:  
**Transportation Planning Division**  
 (919)-707-0900  
[ncmoves@ncdot.gov](mailto:ncmoves@ncdot.gov)  
 1554 Mail Service Center  
 Raleigh, NC 27699-1554



## PEDESTRIAN & BICYCLE: Safety

Average annual roadway **crash deaths** from 2011-2015:



**176**

Pedestrians



**22**

Bicyclists

Sources: [http://www.pedbikeinfo.org/pbcat\\_nc/pdf/summary\\_bike\\_facts11-15.pdf](http://www.pedbikeinfo.org/pbcat_nc/pdf/summary_bike_facts11-15.pdf) and [http://www.pedbikeinfo.org/pbcat\\_nc/pdf/summary\\_ped\\_facts11-15.pdf](http://www.pedbikeinfo.org/pbcat_nc/pdf/summary_ped_facts11-15.pdf)



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## Transit Network in North Carolina

Public transportation provides economic and health benefits to communities, as well as access to work, education, training, medical needs, transportation, and shopping. The transit network continues to shape communities because residents gravitate to mobility options that improve their quality of life and provide connections to opportunities.

## 98 transportation systems

In 2017, North Carolina's transit system provided more than 70 million trips to residents in all 100 counties in major urban centers, small towns and rural areas, from Manteo to Murphy.\*



## Benefits of Public Transportation for North Carolina



Every \$1 that North Carolina invests in transit generates approximately \$6 of total investment in the state from federal, state, and local sources.\*



The capital and operational expenditures of North Carolina's transit systems provided \$1.28 billion in statewide business output, categorized as expenditure-related economic contribution.\*\*



More than \$125 million in state and federal funds supported transit operations in all 100 counties. This funding supported more than 11,000 transit-related jobs, resulting in \$556 million in wages.\*



There is an annual benefit of \$822 million to having a transit option in North Carolina communities.\*\*\*

\*Source: <https://www.ncdot.gov/divisions/public-transit/Pages/transit-benefits.aspx7/10/18>

\*\*Source: Transportation Economic Development Impact System

\*\*\*Source: Small Urban and Rural Transit Center / Center for Urban Transportation Research

VISION:

# Connecting North Carolinians to Opportunities

A daily necessity for many, public transportation not only helps reduce congestion, it can also improve quality of life and help make communities more attractive places to live and work.

For many citizens, transit services mean the difference between being stuck in one place and getting to education, jobs, medical appointments and other needs. Today and even more so in coming years, North Carolina's transit network provides vital connections to opportunities.

For those who cannot drive or just want a travel alternative, transit services mean more choices and flexibility, better access to work, school, training, medical appointments, and leisure activities.

With increased traffic and longer commute times, employers increasingly rely on quality transit for access to talented workers.

To help achieve the vision of a transit network that provides a vital connection to opportunities, the N.C. Department of Transportation's Public Transportation Division sets forth a mission of improving the quality of life for all North Carolinians by following three specific strategies\*:



**Building thriving, healthy communities - Partner for a successful future.**

**Improving access to jobs and economic development - Support local transit systems.**

**Connecting communities to opportunities - Build the Connected Statewide Network.**

*\*Source: NCDOT PTD 2018 Strategic Plan*

MISSION:

# Improve Quality of Life



Improve quality of life for North Carolinians by:

- Building healthy communities.
- Supporting job creation and economic development.
- Providing equal opportunities so all people can thrive.

Transit plays an integral role in strengthening communities, providing access to employment and to employees and enabling people to thrive in urban and rural places across the state.



Learn more at [ncdot.gov/ncmoves](http://ncdot.gov/ncmoves)

For information about the content of this fact sheet:  
**Public Transportation Division**  
(919)-707-4670  
1550 Mail Service Center  
Raleigh, NC 27699-1550

For information about the NC Moves 2050 Plan:  
**Transportation Planning Division**  
(919)-707-0900  
ncmoves@ncdot.gov  
1554 Mail Service Center  
Raleigh, NC 27699-1554



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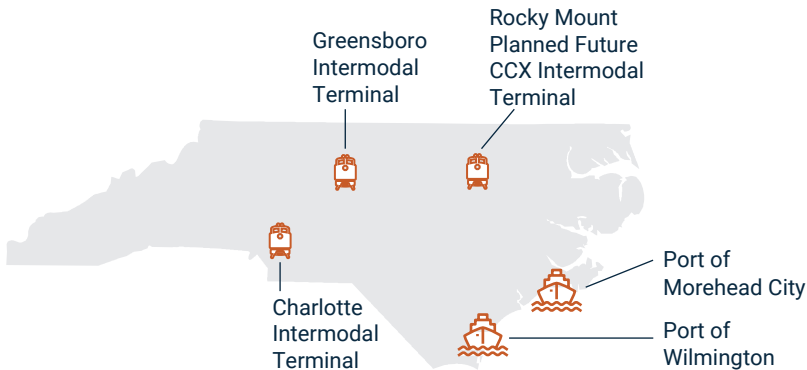


### The North Carolina Priority Freight Network

The movement of goods is a major contributor to North Carolina's economy and quality of life. North Carolina's freight assets are the backbone of the state's economic vitality, moving millions of tons of freight each year to businesses and residents across the state.

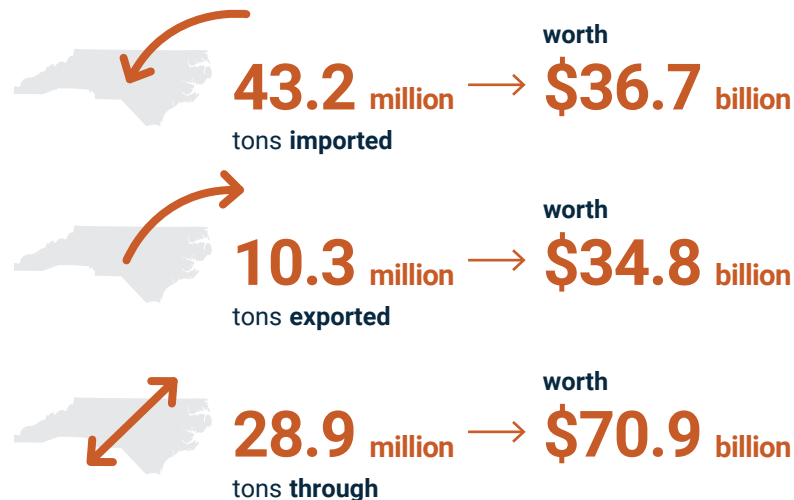
The majority of industries and economic activities that consumers and producers depend upon, from grocery stores and restaurants to retail shops, office supplies, and construction, rely on the distribution of goods.

Rail moved the second highest volume of freight in 2015, carrying 16 percent of the state's freight volumes with 14 percent in full carloads and 2 percent by intermodal cars. Rail assets in North Carolina that are most critical to freight transportation include:



North Carolina is served by two Class 1 railroads, CSX and Norfolk Southern, and 21 short lines and terminal railroads that connect state industries to domestic and international markets.

### The Value of Freight Cargo



Source: NCDOT 2017 North Carolina Statewide Multimodal Freight Plan

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## Expand Rail Freight Market Opportunities

North Carolina is positioned to significantly grow rail freight in the state through its investments, partnerships with railroads, and global shifts in trade patterns.

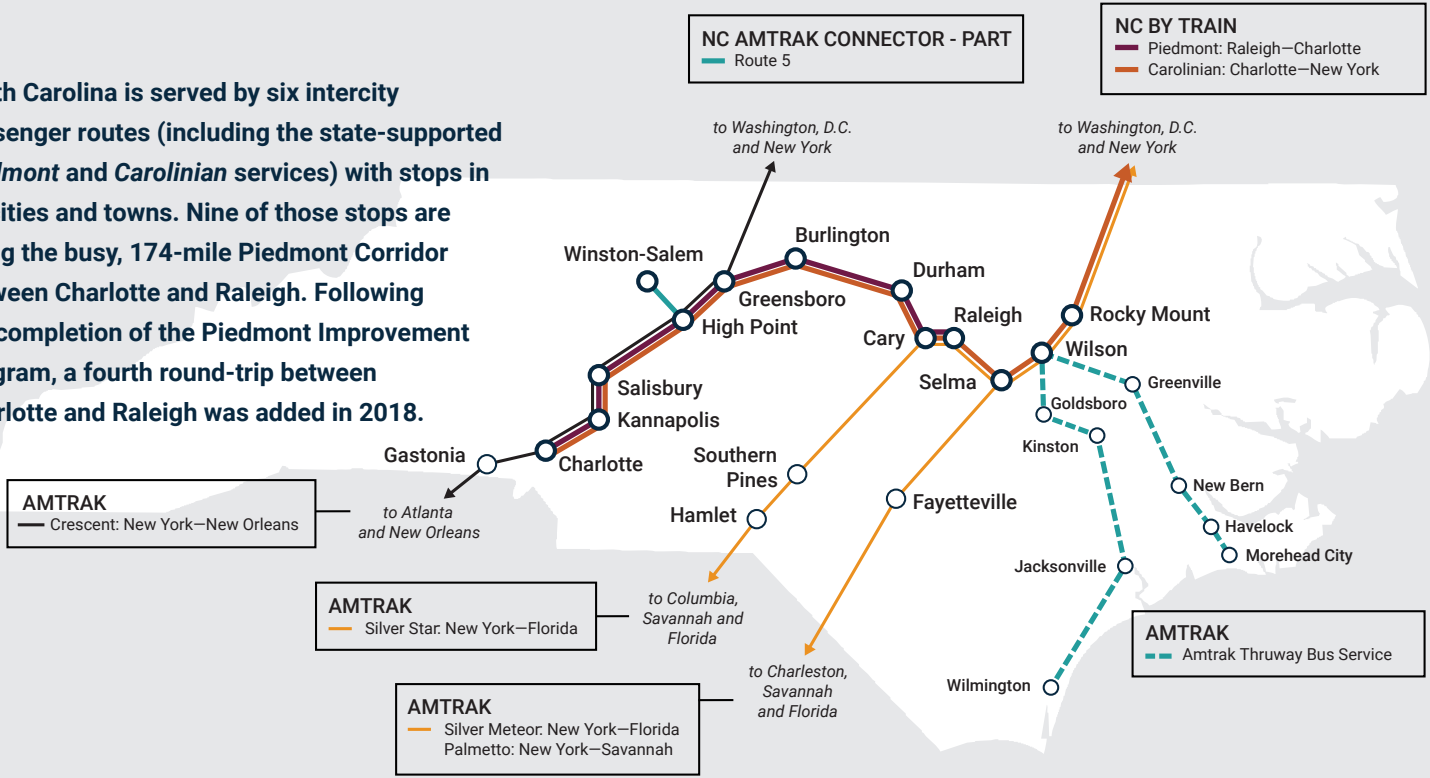
Through strategic actions, North Carolina can expand its rail freight market making it more competitive for shippers and easing the pressures on the highway system.



Learn more at  
[ncdot.gov/ncmoves](http://ncdot.gov/ncmoves)

# Passenger Rail in North Carolina

North Carolina is served by six intercity passenger routes (including the state-supported *Piedmont* and *Carolinian* services) with stops in 16 cities and towns. Nine of those stops are along the busy, 174-mile Piedmont Corridor between Charlotte and Raleigh. Following the completion of the Piedmont Improvement Program, a fourth round-trip between Charlotte and Raleigh was added in 2018.



More Than **70%** of the state's population lives within a 30-mile radius of a passenger station.

**11%** of North Carolina residents residing within a 30-mile radius of train stops are served by Amtrak's bus service.

More Than **72 million** people in 13 states live within 30 miles of a station served by train service running through North Carolina.



All this means nearly **860,000** passengers boarded trains in North Carolina in 2017.

Source: 2015 Comprehensive State Rail Plan, NCDOT

For information about the content of this fact sheet:  
**Rail Division**  
 (919)-707-4700  
 1553 Mail Service Center  
 Raleigh, NC 27699-1553

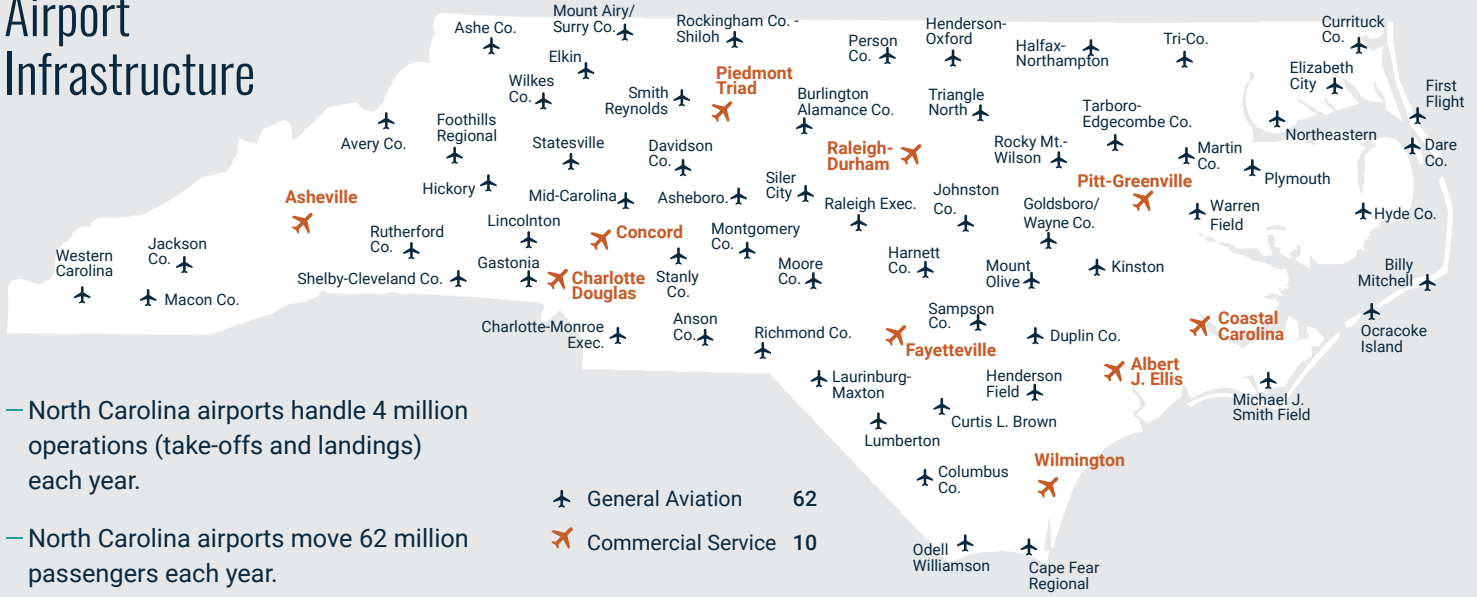
For information about the NC Moves 2050 Plan:  
**Transportation Planning Division**  
 (919)-707-0900  
 ncmoves@ncdot.gov  
 1554 Mail Service Center  
 Raleigh, NC 27699-1554



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## Airport Infrastructure



– North Carolina airports handle 4 million operations (take-offs and landings) each year.

– North Carolina airports move 62 million passengers each year.

# 72

Publicly Owned

North Carolina's **airports** contribute more than \$52 billion in economic impact and 307,000 jobs to the state's economy every year.

More Than **3,300**

**based aircraft** use fuel from the airports, supporting the local economy and contributing significant tax revenues.

# 94%

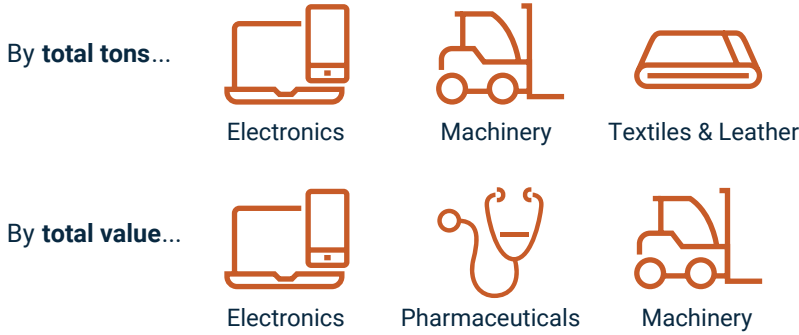
**of North Carolina's residents** live within a 30-minute drive of an airport.



North Carolina is home to **18,000 licensed pilots** and **15,000 aircraft mechanics.**



## Air Cargo's Top Three Commodities

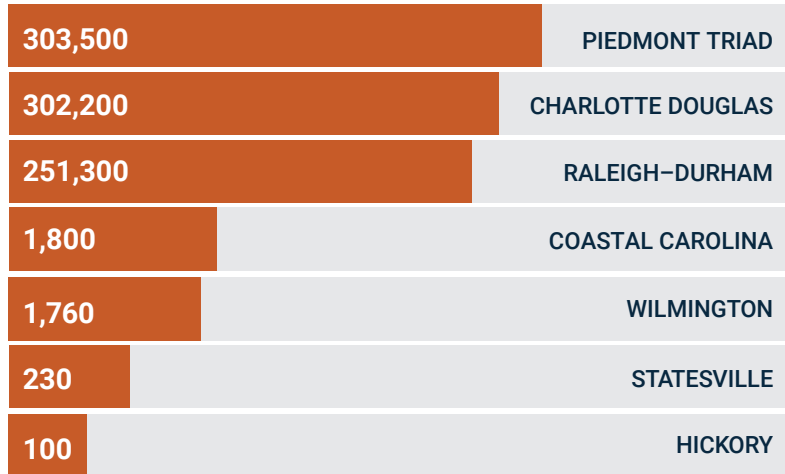


Air freight modes tend to transport the highest proportion of high-value, low-weight commodities due to the high cost of air transport when compared to surface modes. In 2015, the top transported commodity by air at North Carolina airports was electronics, comprising 21 percent of total tonnage (worth \$5.1 billion). Machinery was the second-most transported commodity, comprising 14 percent of total tonnage (worth \$3.5 billion).

## The Value of Air Cargo

Compared to other modes, air cargo is a relatively small amount of North Carolina's overall freight activity. However, its per-ton value of more than \$117,800 is substantially greater than the values of cargo by highway (\$1,080 per ton), rail (\$380) and water (\$680).

### ANNUAL CARGO IN TONS



Sources: NCDOT 2017 North Carolina Statewide Multimodal Freight Plan  
Division of Aviation 2019 North Carolina The State of Aviation

## AIRPORTS & CARGO:

# Did you know?

There are 20 airports with air cargo activity in North Carolina, including both dedicated all-cargo operations and cargo that travels in a passenger aircraft.

More Than **850,000**

tons of air cargo are moved by North Carolina airports each year. And, more than...

**99%**

of air cargo activity **takes place at these three airports:**

- Charlotte Douglas International Airport (CLT)
- Piedmont Triad International Airport (GSO)
- Raleigh-Durham International Airport (RDU)



Learn more at  
**[ncdot.gov/ncmoves](http://ncdot.gov/ncmoves)**

For information about the content of this fact sheet:

**Division of Aviation**  
(919)-814-0550  
1560 Mail Service Center  
Raleigh, NC 27699-1560

For information about the NC Moves 2050 Plan:

**Transportation Planning Division**  
(919)-707-0900  
ncmoves@ncdot.gov  
1554 Mail Service Center  
Raleigh, NC 27699-1554



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# Ferry and Ports



## North Carolina Department of Transportation Ferry Division

Many residents depend on the state for passenger and vehicle transportation to access schools, jobs, county services, and tourist attractions. Ferries also carry goods that are essential to water-locked communities and serve in critical community service and public safety roles.



### Currituck - Knotts Island

Crosses Currituck Sound to connect Knotts Island to mainland Currituck County. Established in 1962 to shorten travel time for Knotts Island students to get to and from their schools in Currituck.

### Bayview - Aurora

Connects N.C. 306 across the Pamlico River to provide workers at mining companies in Aurora a direct connection to their homes on the north side of the river.

### Swan Quarter - Ocracoke

Crosses Pamlico Sound between Swan Quarter and Ocracoke to connect residents of Ocracoke Island with their county government services on the mainland. Also a gateway for Triad/Triangle residents to reach Ocracoke Island.

### Hatteras - Ocracoke

Considered a part of N.C. Highway 12, this route connects Hatteras and Ocracoke Islands on the Outer Banks.

### Cedar Island - Ocracoke

Links N.C. Highway 12 from the Outer Banks to the Carteret County mainland across Pamlico Sound. Provides a direct connection to the Outer Banks for visitors coming from the south and west.

### Cherry Branch - Minnesott Beach

Connects workers at Cherry Point Marine Corps Air Station to their homes in Pamlico County. Also gives students access to several summer camps on the north side of the river.

### Southport - Fort Fisher

Used by both commuters and visitors, this route crosses the Cape Fear River between the beaches of New Hanover County and the Brunswick County town of Southport.

## Second-largest

state-run ferry system in the United States, following Washington state.

## 21 ferries and seven regular routes

of everyday service across the Currituck and Pamlico sounds as well as on the Cape Fear, Neuse, and Pamlico rivers.

## Largest maintenance shipyard on the East Coast

between Norfolk, V.A. and Charleston, S.C.



# 794,000

vehicles transported by the state in 2017, including 253,000 vehicles from out-of-state.

Source: North Carolina Ferry Division, 2017







## North Carolina Ports

North Carolina's marine freight network comprises more than its marine terminals and extends well beyond the state's coastal counties. State infrastructure supporting maritime trade includes its ports, waterways, highways, rail network, as well as inland production, logistics, and distribution centers that serve maritime and other freight modes. Intermodal service between the Port of Wilmington, Charlotte, and the CSX network is provided by the Queen City Express, which was initiated in 2017.



## STATE OF PORTS

North Carolina Ports has committed \$200M in capital improvements to enhance and facilitate global business. This exciting initiative will enable North Carolina's ports to tailor their growth to customers' needs and better facilitate long-term plans and business projections. Improvements in development include a wider turning basin, berth enhancements, new neo-Panamax cranes, and an expanded container yard with enhanced gate and yard operations.

NC Ports can offer the same service as other ports with bottom-line efficiencies that simply can't be matched. The planned improvements will dramatically increase the speed, efficiency and container capacity of the Port of Wilmington, offering customers the utmost in service, as well as abundant capacity for continued growth.



North Carolina's ports support

**87,700 jobs**



## Imports and Exports

In fiscal year 2018, more than 6.7 million tons of cargo moved through the North Carolina ports, supporting more than \$15.4 billion in gross revenues for North Carolina businesses. The two North Carolina Ports, located at Wilmington and Morehead City, offer services for a variety of commodity types including containers, bulk, breakbulk, and Roll-on/Roll-off.



Learn more at  
[ncdot.gov/ncmoves](http://ncdot.gov/ncmoves)

Sources: NCDOT 2017 North Carolina Statewide Multimodal Freight Plan  
ITRE, "North Carolina Ports: 2018 Economic Impact Study." North Carolina State Ports Authority, 2019

For information about the content of this fact sheet:

**Ferry Division**  
(252)-423-5101  
8550 Shipyard Road  
Manns Harbor, NC 27953

**North Carolina Ports**  
(910)-763-1621  
customerservices@ncports.com  
2202 Burnett Boulevard  
Wilmington, NC 28401

For information about the NC Moves 2050 Plan:

**Transportation Planning Division**  
(919)-707-0900  
ncmoves@ncdot.gov  
1554 Mail Service Center  
Raleigh, NC 27699-1554



**NC MOVES** 2050  
CONNECTING YOUR COMMUNITY,  
YOUR VOICE AND YOUR FUTURE



# UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION TITLE VI PROGRAM PLAN

Non-Discrimination Plan

[Abstract](#)

This policy is an expression of our commitment to nondiscrimination and support of the Title VI Program.

Date Adopted: DRAFT XX, 2019

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## TITLE VI POLICY STATEMENT AND NOTICE OF NONDISCRIMINATION

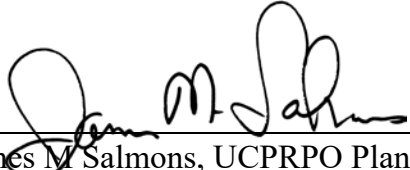
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It is the policy of Upper Coastal Plain Rural Planning Organization (UCPRPO), as a federal-aid recipient, to ensure that no person shall, on the ground of **race, color, national origin, Limited English Proficiency, sex, age, or disability, (and low-income, where applicable)**, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of our programs and activities, as provided by Title VI of the Civil Rights Act of 1964, Executive Orders 12898 and 13166, the Civil Rights Restoration Act of 1987, and other pertinent nondiscrimination authorities.

If you feel you have been subjected to discrimination, you may file a complaint. Allegations of discrimination should be promptly reported to our Title VI Coordinator.

James M Salmons  
120 W Washington St, Suite 2110  
Nashville, NC 27856  
252-459-1545  
[jsalmons@ucprpo.org](mailto:jsalmons@ucprpo.org)

This policy is an expression of our commitment to nondiscrimination and support of the Title VI Program.

  
\_\_\_\_\_  
James M Salmons, UCPRPO Planner  
September 4, 2018  
\_\_\_\_\_  
Date

### **Implementation (Dissemination)**

- This Policy Statement contains contact information for the Title Coordinator, and it will also serve as our notice to public.
- This statement will be signed by designated Rural Planning Coordinator of the Upper Coastal Plain Rural Planning Organization (UCPRPO), and re-signed whenever a new person assumes that position.
- The signed statement will be posted on office bulletin boards, near the receptionist's desk, in meeting rooms, and disseminated within brochures and other written materials.
- The statement will be incorporated into Title VI training and acknowledgement activities.
- The statement will be posted or disseminated in languages other than English, when appropriate.
- Low-income will be applicable to our programs, policies and activities under Environmental Justice when determining if there will be disproportionately high and adverse effects.

## STANDARD USDOT TITLE VI ASSURANCES

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Please refer to Appendix A of this Plan for a copy of our completed, signed USDOT Title VI Assurances.

## ORGANIZATION & STAFFING

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Rural Planning Organizations (RPOs) were established by the State of North Carolina in recognition of the need for more coordinated transportation planning in rural areas not within an MPO. An RPO is a voluntary organization of local officials formed through a Memorandum of Understanding to work cooperatively with NCDOT to plan rural transportation systems and to advise NCDOT on rural transportation policy. GS 136-212 identifies four primary duties for RPO's: 1) Develop, in cooperation with NCDOT, long-range, local and regional multimodal transportation plans, 2) Provide a forum for public participation in the transportation planning process, 3) Develop and prioritize suggestions for transportation projects the organization believes should be included in the State's Transportation Improvement Program, and 4) Provide transportation-related information to local governments and other interested organizations and persons. According to GS 136-211 (b), Rural Transportation Planning Organizations shall include representatives from contiguous areas in three to fifteen counties, or a total population of the entire area represented of at least 50,000 persons according to the latest population estimate of the Office of State Budget and Management. RPOs receive SPR funds from NCDOT's Transportation Planning Division (TPD).

The Upper Coastal Plain RPO was established in 2003. Our planning area includes the following counties: Edgecombe, Johnston, Nash, and Wilson Counties. Our Transportation Advisory Committee (TAC) has seventeen (17) members, and meets approximately every two months. Our Technical Coordinating Committee (TCC) has approximately 29 members, and meets approximately every two months. Please refer to **Appendix B** for lists of current TAC and TCC members with race, gender, and affiliation included.

### Title VI Coordinator

Key responsibilities of the Coordinator include:

- Maintaining knowledge of Title VI and related requirements.
- Attending civil rights training when offered by NCDOT, FHWA or other federal agencies.
- Administering the Title VI Nondiscrimination Program and coordinating implementation of this Plan.
- Making sure internal staff and officials are familiar and complying with their Title VI obligations.
- Disseminating Title VI information internally and to the public, including in languages other than English.
- Presenting Title VI-related information to decision-making bodies for input and approval.
- Ensuring Title VI-related posters are prominently and publicly displayed.
- Developing a process to collect data related to race, national origin, sex, age, and disability to ensure minority, low-income, and other underserved groups are included and not discriminated against.
- Ensuring that non-elected boards and committees reflect the service area and minorities are represented.
- Promptly processing (receiving, logging, investigating and/or forwarding) discrimination complaints.
- Providing information to NCDOT and cooperating during compliance reviews and investigations.
- Promptly resolving deficiencies to ensure compliance with Title VI nondiscrimination requirements.

If the RPO Coordinator Title VI Coordinator changes, the Title VI Policy Statement and Title VI Assurances, will immediately be updated, and an updated policy statement (and nondiscrimination agreement, if standalone) will be signed by the new RPO Coordinator.

### Staffing

We currently employ a staff of 1, which consists of the following job categories:

- RPO Coordinator

An organizational chart showing the Title VI Coordinator's place within the organization is located in **Appendix C**.

## ENVIRONMENTAL JUSTICE (EJ)

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In 1994, President William Jefferson Clinton issued Executive Order (EO) 12898, Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-Income Populations. To comply with the EO, federal agencies developed EJ guidelines for their funding recipients, including Federal Highway Administration (FHWA) Order 6640.23A. Accordingly, Upper Coastal Plain Rural Planning Organization (UCPRPO) will make achieving EJ part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health and environmental effects of its programs, policies, and activities on minority populations and low-income populations.

EJ is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation and enforcement of environmental laws, regulations and policies. The three fundamental EJ principles that guide USDOT (affiliated) actions are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including interrelated social and economic effects, on minority 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.

To achieve EJ, our programs will be administered so as to identify and avoid disproportionately high and adverse effects on minority populations and low-income populations by:

- (1) Identifying and evaluating environmental, public health, and interrelated social and economic effects of our programs, policies and activities;
- (2) Proposing measures to avoid, minimize and/or mitigate disproportionately high and adverse environmental and public health effects, and interrelated social and economic effects, and providing offsetting benefits and opportunities to enhance communities, neighborhoods, and individuals affected by our programs, policies and activities, where permitted by law;
- (3) Considering alternatives to proposed programs, policies, and activities, where such alternatives would result in avoiding and/or minimizing disproportionately high and adverse human health or environmental impacts to minority and/or low-income populations; and
- (4) Eliciting public involvement opportunities and considering the results thereof, including soliciting input from affected minority and low-income populations in considering alternatives.
- (5) Adding an EJ section to plans and studies, such as Comprehensive Transportation Plans, Public Involvement Plans, and Corridor Studies.

EJ analyses will be conducted to determine if our programs, policies, or activities will result in disproportionately high and adverse human health and environmental effects on minority populations and low-income populations. EJ applies to our policies, such as where public meetings will be held, and our projects, such as when we plan to construct or expand a facility. Thus, we will look at various alternatives and seek input from potentially affected communities before making a final decision. Demographic data will be collected to document public involvement in the decision-making process. EJ analyses will remain on file indefinitely, and copies will be provided to NCDOT, upon request, during compliance reviews or complaint investigations. (See Appendix D – Tables for Race/Ethnicity and Poverty)

## DATA COLLECTION/ANALYSIS/REPORTING

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Data collection, analysis and reporting are key elements of a successful Title VI enforcement strategy. To ensure that Title VI reporting requirements are met, Upper Coastal Plain Rural Planning Organization (UCPRPO) will

collect and maintain data on potential and actual beneficiaries of our programs and services. This section contains relevant population data for our overall service area. The data provides context for the Title VI Nondiscrimination Program and will be used to ensure nondiscrimination in public outreach and delivery of our programs. Please refer to Appendix for demographic tables on Race & Ethnicity, Age & Sex, Disability, Poverty, and Household Income.

**Population Locations**

Recipients of FHWA funds are required to identify the characteristics and locations of populations they serve, particularly by race/ethnicity, poverty and limited English proficiency. We will document this narratively or through maps that overlay boundaries and demographic features on specific communities, and provide this information to NCDOT, upon request. (See Appendix E – Demographic Maps)

**LIMITED ENGLISH PROFICIENCY (LEP)**

Limited English Proficient (LEP) persons are individuals for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. These individuals reported to the U.S. Census Bureau that they speak English less than very well.

To comply with USDOT’s LEP Policy Guidance and Executive Order 13166, this section of our Title VI Plan outlines the steps Upper Coastal Plain Rural Planning Organization (UCPRPO) will take to ensure meaningful access by LEP persons to all benefits, services and information provided under our programs and activities. A four factor analysis was conducted to determine the LEP language groups present in our planning area and the specific language services that are needed.

**Four Factor Analysis**

This Four Factor Analysis is an individualized assessment that balances the following four factors:

- (1) The number or proportion of LEP persons eligible to be served or likely to be encountered 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; and
- (4) The resources available to the recipient and costs.

**Factor #1: *The number or proportion of LEP persons eligible to be served or likely to be encountered by the program, activity, or service of the recipient.***

LANGUAGE SPOKEN AT HOME	Estimate	Margin of Error	Percent of Population	Margin of Error
<b>Edgecombe County Total</b> (population 5 years and over):	<b>52,413</b>	<b>+/-16</b>	<b>100%</b>	<b>(X)</b>
Speak only English	50,362	+/- 240	96%	+/- 0.5%
Spanish or Spanish Creole:	1,780	+/- 204	3.4%	+/- 11.5%
Speak English "very well"	871	+/- 296	1.6%	+/- 34%
Speak English less than "very well"	909	+/- 315	1.7%	+/- 35%
<b>Nash County Total</b> (population 5 years and over):	<b>89,872</b>	<b>+/- 71</b>	<b>100%</b>	<b>(X)</b>
Speak only English	83,665	+/- 550	93%	+/- 0.66%
Spanish or Spanish Creole:	4,937	+/- 399	5.5%	+/- 8.08%

Speak English "very well"	2,279	+/- 398	2.5%	+/- 17.46%
Speak English less than "very well"	2,658	+/- 403	3.0%	+/- 15.16%
<b>Johnston County Total</b> (population 5 years and over):	<b>159,865</b>	<b>+/- 107</b>	<b>100%</b>	<b>(X)</b>
Speak only English	140,465	+/- 850	87.9%	+/- 0.6%
Spanish or Spanish Creole:	17,669	+/- 754	11.1%	+/- 4.3%
Speak English "very well"	7,429	+/- 685	4.7%	+/- 9.2%
Speak English less than "very well"	10,240	+/- 904	6.4%	+/- 8.8%
<b>Wilson County Total</b> (population 5 years and over):	<b>76,011</b>	<b>+/- 52</b>	<b>100%</b>	<b>(X)</b>
Speak only English	67,907	+/- 561	89.3%	+/- 0.83%
Spanish or Spanish Creole:	6,652	+/- 391	8.8%	+/- 5.88%
Speak English "very well"	3,010	+/- 395	4.0%	+/- 13.12%
Speak English less than "very well"	3,642	+/- 372	4.8%	+/- 10.21%

There are several pockets of LEP groups within the Upper Coastal Plain Rural Planning (UCPRPO) area. These areas include areas in all four Counties served by the UCPRPO. In Edgecombe County, there is a block group northwest of the Town of Tarboro which contains a high population which have limited English speaking abilities. Johnston County contains several areas with limited English capabilities around Smithfield, Selma, Kenly, and a large portion of southeast Johnston County. Areas in southern Wilson contain pockets of non-English speaking citizens. Nash County also contains a small area in the south with limited English speaking population.

**Factor #2: *The frequency with which LEP individuals come in contact with the program.***

The Upper Coastal Plain Rural Planning Organization holds approximately six Technical Coordinating Committee (TCC) meetings and six Transportation Advisory Meetings (TAC) meetings in which the public and potential LEP individuals are welcome to attend and provide input. While LEP participation is limited, LEP services are available upon request. In addition, during the development of Comprehensive Transportation Plans, Bike/Pedestrian plans, and other plans, there is additional opportunities to attend local input meetings and complete surveys to help obtain local input. During these planning processes LEP services such as providing translated surveys and translation services at local input meetings is provided.

**Factor #3: *The nature and importance of the program, activity, or service provided by the recipient to people's lives.***

The UCPRPO provides transportation planning for the Counties of Edgecombe, Johnston, Nash, and Wilson. The following are the primary duties for the RPO:

- Developing, in cooperation with the Department (NCDOT), long-range, local and regional multimodal transportation plans;
- Providing a forum for public participation in the transportation planning process;
- Developing and prioritizing suggestions for transportation projects the organization believes should be included in the State's Transportation Improvement Program (STIP); and,
- Providing transportation-related information to local governments and other interested organizations and persons.

It is critical to obtain local input from all citizens regardless of part of our transportation planning and project prioritization process. As part of this input, it is also critical to ensure the UCPRPO makes it as easy as possible for local citizens to provide their input whether by providing translated surveys or providing translations services. By doing so will help ensure everyone's input is obtained.



**Factor #4: The resources available to the recipient and costs.**

As partners with NCDOT, the UCPRPO reaches out to the department to help with translation services when needed. In addition, the UCPRPO's Lead Planning Agency (Nash County) offers support in translating surveys or responding LEP groups. Having these additional resources helps provide low cost support to our LEP groups. The UCPRPO also utilizes local communities to ensure information is being disseminated to LEP groups. For example, during a recent Pedestrian Plan, surveys were disseminated to LEP groups by providing translated surveys in local utility bills. During the planning process, staff reaches out to local communities to try and located any Community-based organizations (CBPs) that may represent LEP persons. This feature allows LEP groups to quickly translate the UCPRPO website to their known language. In addition, the UCPRPO utilizes Google's web translation services (<https://translate.google.com/manager/website/>) directly on the UCPRPO's website. It needs to be noted that the UCPRPO is a small organization with very limited funding it may have difficulty providing additional services other than offered by our partnering government agencies.

**LANGUAGE ASSISTANCE PLAN**

As a result of the above four factor analysis, a Language Assistance Plan (Plan) was not required. However, reasonable attempts will be made to accommodate any persons encountered who require written translation or oral interpretation services.

**Language Assistance Measures**

The following general language assistance measures are reasonable and achievable for our organization at this time:

- Translating public notices posted in the local paper and at stations, stops, and in vehicles into **any languages that meet the safe harbor threshold in Factor 1.**
- Vital documents—such as brochures with service times and routes—are translated into Spanish across the entire service area, and available in our facilities, doctor's offices and shopping centers.
- Making a concerted effort to inform LEP persons of available language assistance via staff, broadcast media, relationship-building with organizations, and our website.
- Posting vital bulletin board information and disseminating community surveys in various languages.
- Providing translation and interpretive services when appropriate (upon request or predetermined) at meetings.
- Determining how best to take public involvement to LEP groups directly, including through small group meetings.
- Where possible, utilizing or hiring staff who speak a language other than English and can provide competent language assistance.
  - Note: We will not ask community-based organizations (CBO) to provide, or serve as, interpreters at our meetings. Relying upon CBOs in that capacity could raise ethical concerns. If a CBO decides (on its own) to translate any materials for its constituents, or bring interpreters it trusts to our meetings, we will not object. That is their right.
- Using language identification flashcards to determine appropriate services.
- Establishing a process to obtain feedback on our language assistance measures.

*Specific Measures by Language Group*

- Spanish:

**Written Translation and Oral Interpretation**

Vital documents will be translated for each eligible LEP language group in our service area that constitutes 5% or 1,000, whichever is less, of the population of persons eligible to be served or likely to be encountered. Translated materials will be placed online and in appropriate public (or private) places accessible to LEP persons. The safe harbor provisions apply to the translation of written documents only, and do not affect the requirement

to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable. When appropriate, translation of any document will be communicated orally in the appropriate language.

In the event that the 5% trigger is reached for a LEP language group that is fewer than 50 persons, written notice will be provided in the primary language of that group of the right to receive competent oral interpretation of vital written materials, free of cost. The most effective method of notice, which could be an ad in the local newspaper or other publication, a radio commercial, or door hangers, will be determined in consideration of the circumstances on the ground and in coordination with LEP community contacts.

### **Staff Support for Language Assistance**

- Our staff (including receptionists) will be provided a list of referral resources that can assist LEP persons with written translation and oral interpretation, including the Title VI Coordinator and consultants contracted to provide LEP services. This list will be updated as needed to remain current.
- All main offices will have available language assistance flashcards and materials translated into the languages that meet the safe harbor threshold. When encountering an LEP person, staff should present the individual with an iSpeak flashcard and let them choose the language. Do not assume their preferred language. Assistance may be sought from bilingual staff fluent in the identified language before contacting a referral resource. Document the encounter and report it to the Title VI Coordinator.
- Training: All employees will be instructed on our procedures for providing timely and reasonable assistance to LEP persons. New employee orientation will also explain these procedures to new hires. Staff routinely encountering LEP persons by telephone or in person will receive annual refresher training. All other employees will be reminded of LEP through annual Title VI program acknowledgements and basic Title VI trainings.

### **Project-Specific LEP Outreach**

A project-specific four factor analysis will be conducted for any project or outreach event limited to a specific geographical area (i.e., the project study area or outreach area, respectively). Language assistance will be provided in accordance with the measures already outlined, including translating written materials for each LEP language group that is 5% or 1,000, whichever is less, of the project or outreach area population.

### **Monitoring and Updating the Language Assistance Plan**

Monitoring of daily interactions with LEP persons will be continuous, thus language assistance techniques may be refined at any time. This Plan will be periodically reviewed—at least annually—to determine if our assistance measures and staff training are working. Resource availability and feedback from agency staff and the general public will be factors in the evaluation and any proposed updates. Among other practices, this process will include working with LEP community contacts to determine if our employees are responding appropriately to requests made with limited English or in languages other than English, and observing how agency staff responds to requests, including observing drivers or surveying riders. To the best of our ability, we will attempt to never eliminate a successful existing LEP service. Significant LEP program revisions will be approved or adopted by our board or designated official and dated accordingly. LEP data and procedures will be reviewed and updated at least once every three years.

## **DISSEMINATION OF TITLE VI INFORMATION**

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In accordance with 23 CFR 200.9(b)(12) and 49 CFR 21.9(d), the Upper Coastal Plain Rural Planning Organization will utilize community outreach and public education to disseminate Title VI information to our employees, contractors, sub-recipients and the general public. Reasonable steps will be taken to make the public aware of their rights and our obligations under Title VI through, including, but not limited to:

- Visibly posting our Title VI Policy Statement in public areas at our facilities, on our website, at our meetings, and prominently in any documents and reports we distribute;

- Placing notices in newspapers and publications with a large circulation among minority groups in the general vicinity of projects and activities. Ads in newspapers and other publications shall include the following:  
 “Upper Coastal Plain Rural Planning Organization (UCPRPO) operates without regard to **race, color, national origin, limited English proficiency, sex, age or disability**. For more information on our Title VI program, or how to file a discrimination complaint, please contact 252-459-1545; [jsalmons@ucprpo.org](mailto:jsalmons@ucprpo.org).”
- Translating information into languages other than English that meet the LEP safe harbor threshold;
- Incorporating Title VI language into our contracts and agreements (See Appendix C for Title VI Contract Language); and
- Ensuring any contractors and sub-recipients we have also disseminate Title VI information.

Please refer to our Public Involvement Plan (PIP) for additional outreach methods we employ to comply Title VI. Our PIP can be found here: [www.ucprpo.org](http://www.ucprpo.org)

## EXTERNAL DISCRIMINATION COMPLAINT PROCEDURES

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These discrimination complaint procedures outline the process used by Upper Coastal Plain Rural Planning Organization (UCPRPO) to process complaints of alleged discrimination filed under Title VI of the Civil Rights Act of 1964 and related nondiscrimination laws that are applicable to Upper Coastal Plain Rural Planning Organization (UCPRPO) programs, services, and activities. Complaints will be investigated by the appropriate authority. Upon completion of an investigation, the complainant will be informed of all avenues of appeal. Every effort will be made to obtain early resolution of complaints at the lowest level possible by informal means.

### FILING OF COMPLAINTS

1. **Applicability** – These procedures apply to the beneficiaries of our programs, activities, and services, such as the members of the public and any consultants/contractors we hire.
2. **Eligibility** – Any person or class of persons who believes that he/she has been subjected to discrimination or retaliation prohibited by any of the Civil Rights authorities based upon race, color, national origin, sex, age, or disability, may file a written complaint. The law prohibits intimidation or retaliation of any sort. The complaint may be filed by the affected individual or a representative and must be in writing.
3. **Time Limits and Filing Options** – A complaint must be filed no later than 180 calendar days after the following:
  - The date of the alleged act of discrimination; or
  - The date when the person(s) became aware of the alleged discrimination; or
  - Where there has been a continuing course of conduct, the date on which that conduct was discontinued or the latest instance of the conduct.

Complaints may be submitted to the following entities:

- **Upper Coastal Plain Rural Planning Organization (UCPRPO)**, James Salmons, 252-459-1545, [jsalmons@ucprpo.org](mailto:jsalmons@ucprpo.org)
- **North Carolina Department of Transportation**, Office of Civil Rights, External Civil Rights Section, 1511 Mail Service Center, Raleigh, NC 27699-1511; 919-508-1830 or toll free 800-522-0453
- **Federal Highway Administration**, North Carolina Division Office, 310 New Bern Avenue, Suite 410, Raleigh, NC 27601, 919-747-7010
- **US Department of Transportation**, Departmental Office of Civil Rights, External Civil Rights Programs Division, 1200 New Jersey Avenue, SE, Washington, DC 20590; 202-366-4070

- **US Department of Justice**, Special Litigation Section, Civil Rights Division, 950 Pennsylvania Avenue, NW, Washington, DC 20530, 202-514-6255 or toll free 877-218-5228

4. **Format for Complaints** – Complaints shall be in **writing** and **signed** by the complainant(s) or a representative and include the complainant’s name, address, and telephone number. Complaints received by fax or e-mail will be acknowledged and processed. Allegations received by telephone or in person will be reduced to writing, may be recorded and will be provided to the complainant for confirmation or revision before processing. Complaints will be accepted in other languages, including Braille.
5. **Complaint Basis** – Allegations must be based on issues involving race, color, national origin, sex, age, or disability. The term “basis” refers to the complainant’s membership in a protected group category.

Protected Categories	Definition	Examples	Applicable Statutes and Regulations
Race	An individual belonging to one of the accepted racial groups; or the perception, based usually on physical characteristics that a person is a member of a racial group	Black/African American, Hispanic/Latino, Asian, American Indian/Alaska Native, Native Hawaiian/Pacific Islander, White	Title VI of the Civil Rights Act of 1964; 49 CFR Part 21; 23 CFR 200. <i>(Executive Order 13166)</i>
Color	Color of skin, including shade of skin within a racial group	Black, White, brown, yellow, etc.	
National Origin <i>(LEP)</i>	Place of birth. Citizenship is not a factor. Discrimination based on language or a person’s accent is also covered.	Mexican, Cuban, Japanese, Vietnamese, Chinese	
Sex	Gender	Women and Men	1973 Federal-Aid Highway Act; Title IX of the Education Amendments of 1972.
Age	Persons of any age	21 year old person	Age Discrimination Act of 1975
Disability	Physical or mental impairment, permanent or temporary, or perceived.	Blind, alcoholic, para-amputee, epileptic, diabetic, arthritic	Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990

### Complaint Processing

1. When a complaint is received, an Acknowledgment Letter and a Complainant Consent/Release Form will be mailed to the complainant within ten (10) business days by registered mail.
2. We will consult with the NCDOT Title VI Program to determine the acceptability and jurisdiction of all complaints received. (Note: If NCDOT will investigate, the Title VI Program will be responsible for the remainder of this process. We will record the transfer of responsibility in our complaints log).
3. Additional information will be requested if the complaint is incomplete. The complainant will be provided 15 business days to submit any requested information and the signed Consent Release form. Failure to do so may be considered good cause for a determination of no investigative merit.
4. Upon receipt of the requested information and determination of jurisdiction, we will notify the complainant and respondent of whether the complaint has sufficient merit to warrant investigation.
5. If the complaint is investigated, the notification shall state the grounds of our jurisdiction, while informing the parties that their full cooperation will be required in gathering additional information and assisting the investigator.
6. If the complaint does not warrant investigation, the notification to the complainant shall specifically state the reason for the decision.

### Complaint Log

1. When a complaint is received, the complaint will be entered into the Discrimination Complaints Log with other pertinent information and assigned a **Case Number**. (Note: All complaints must be logged).

2. The complaints log will be submitted to the NCDOT's Civil Rights office during Title VI compliance reviews. (Note: NCDOT may also request the complaints log during pre-grant approval processes).
3. When reporting **no complaints**, check the **No Complaints or Lawsuits** box and sign the log.

Please refer to **Appendix F** for a copy of our Discrimination Complaint Form, Complaints Log, and Sample Investigation Template.

## REVIEW OF ORGANIZATIONAL DIRECTIVES

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It is the responsibility of every official who develops policies, procedures, manuals, guidelines, and other directives to ensure they have been reviewed for Title VI compliance. All staff members will assist in carrying out this requirement by making sure drafts of these documents are submitted to the Title VI Coordinator to ensure Title VI requirements are included.

## TITLE VI TRAINING

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All employees will receive basic Title VI training at least once every three years. New hires will receive this training within 30 days of their start date. Basic training will cover all sections of this Plan and our overall Title VI obligations. Staff may receive specialized training on how Title VI applies to their specific work areas. Those who routinely encounter the public, such as office personnel, and vehicle drivers, will receive annual refresher training. Trainings will be provided or organized by the Title VI Coordinator and will often coincide with updates to our nondiscrimination policies and procedures. Records of staff trainings, such as agendas, sign-in sheets, copies of calendars, and certificates, will remain on file for at least three years (and in personnel files).

## COMPLIANCE AND ENFORCEMENT PROCEDURES

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FHWA recipients must have mechanisms in place to enforce compliance with Title VI. Upper Coastal Plain Rural Planning Organization (UCPRPO) utilizes internal training, meetings, monitoring contractors, technical assistance, and findings from periodic NCDOT reviews to identify deficiencies and potential discrimination. If NCDOT identifies deficiencies, Upper Coastal Plain Rural Planning Organization (UCPRPO) will correct all deficiencies within 90 days based on a Corrective Action Plan (CAP). If attempts by NCDOT to resolve a compliance issue are unsuccessful, NCDOT may take any or all of the following steps with FHWA's concurrence:

- a. Canceling, terminating, or suspending the contract or agreement in whole or in part;
- b. Refraining from extending any further assistance to the recipient under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
- c. Taking such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the recipient.
- d. Referring the case to the FHWA for appropriate administrative or legal proceedings.
- e. Other means authorized by law.

To ensure compliance with Title VI, Upper Coastal Plain Rural Planning Organization (UCPRPO) will take proactive steps to prevent discrimination in our programs and activities, including the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Conduct periodic Title VI training;        | <input type="checkbox"/> Participate or cooperate during compliance |
| <input type="checkbox"/> Address Title VI issues at staff meetings; | reviews conducted by NCDOT;   |

- Inform and monitor any consultants/contractors regarding their Title VI obligations, including review of contracts for nondiscrimination language;
- Customize public outreach according to the situation or community at hand;
- Build a system of mutual trust and two-way communication with the public;
- Maintain pertinent demographic data (statistical);
- Ensure policies and procedures support and comply with Title VI;
- Document processes & activities related to Title VI.

Upper Coastal Plain Rural Planning Organization (UCPRPO) identifies compliance issues with our consultants/contractors, we will also take corrective action. If attempts at corrective action are unsuccessful, any or all of the following steps may be taken with NCDOT's concurrence:

- a. Canceling, terminating, or suspending the contract or agreement with the consultant/contractor in whole or in part.
- b. Taking such other action that may be deemed appropriate under the circumstances.
- c. Referring the case to the NCDOT for appropriate administrative or legal proceedings.



**United States Department of Transportation**  
**STANDARD TITLE VI / NONDISCRIMINATION ASSURANCES**

DOT Order No. 1050.2A

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

**Statutory/Regulatory Authorities**

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

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

**General Assurances**

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

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

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Nondiscrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

**Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted **Federal-Aid Highway Program**:

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

Federal-Aid Highway Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

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

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

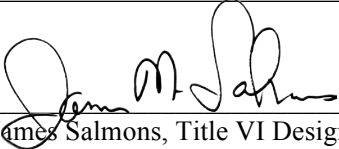
By signing this ASSURANCE, the *Upper Coastal Plain Rural Planning Organization* also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **FHWA** access to records, accounts,



documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **FHWA**. You must keep records, reports, and submit the material for review upon request to **FHWA**, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

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

*Upper Coastal Plain Rural Planning Organization*

by  \_\_\_\_\_  
James Salmons, Title VI Designee

DATED: 12/12/17

Attachments:

Appendices A, B, C, D, E

## APPENDIX A

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

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, 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, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## **APPENDIX B: CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY**

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

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the *Upper Coastal Plain Rural Planning Organization (UCPRPO)* will accept title to the lands and maintain the project constructed thereon in accordance with the *North Carolina General Assembly*, the Regulations for the Administration of the Federal-Aid Highway Program, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the *UCPRPO* all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

### **(HABENDUM CLAUSE)**

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

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

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

**APPENDIX C: CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the *NUpper Coastal Plain Rural Planning Organization (UCPRPO)* pursuant to the provisions of Assurance 7(a):

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

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

**APPENDIX D: CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY  
ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM**

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the *Upper Coastal Plain Rural Planning Organization (UCPRPO)* pursuant to the provisions of Assurance 7(b):

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

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

## APPENDIX E

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

### **Pertinent Nondiscrimination Authorities:**

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

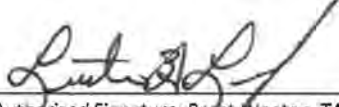
**TITLE VI NONDISCRIMINATION AGREEMENT**  
BETWEEN  
**THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
AND  
**UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION**

In accordance with DOT Order 1050.2A, the Upper Coastal Plain Rural Planning Organization (UCPRPO) assures the North Carolina Department of Transportation (NCDOT) that no person shall, on the ground of **race, color, national origin, sex, creed, age, or disability**, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and related nondiscrimination authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the UCPRPO.

Further, the UCPRPO hereby agrees to:

1. Designate a Title VI Coordinator that has a responsible position within the organization and easy access to the Chief Administrative Officer/Executive Director of the organization.
2. Issue a policy statement, signed by the Chief Administrative Officer/Executive of the organization, which expresses a commitment to the nondiscrimination provisions of Title VI and related applicable statutes. The signed policy statement shall be posted and circulated throughout the organization and to the general public, and published where appropriate in languages other than English. The policy statement will be re-signed when there is a change of Chief Administrative Officer/Executive Director.
3. Insert the clauses of the contract language from Section 6.1 in every contract awarded by the organization. Ensure that every contract awarded by the organization's contractors or consultants also includes the contract language.
4. Process all and, when required, investigate complaints of discrimination consistent with the procedures contained within this Plan. Log all complaints for the administrative record.
5. Collect statistical data (race, color, national origin, sex, age, disability) on participants in, and beneficiaries of, programs and activities carried out by the organization.
6. Participate in training offered on Title VI and other nondiscrimination requirements. Conduct or request training for employees or the organization's subrecipients.
7. Take affirmative action, if reviewed or investigated by NCDOT, to correct any deficiencies found within a reasonable time period, not to exceed 90 calendar days, unless reasonable provisions are granted by NCDOT.
8. Document all Title VI nondiscrimination-related activities as evidence of compliance. Submit information and reports to NCDOT on a schedule outlined by NCDOT.

**THIS AGREEMENT** is given in consideration of, and for the purpose of obtaining, any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding.

  
\_\_\_\_\_  
Authorized Signature: Brent Wooten, TAC Chair  
Date 9/27/18 Lu Harvey Lewis, TAC Vice Chair for  
Brent Wooten, TAC Chair

**Appendix B**  
**TAC and TCC Members and Responsibilities**

The Technical Coordinating Committee (TCC) are staff members such as County Planners and/or Town Manager and serves an advisory role to the Transportation Advisory Committee. The following is the role of TCC members:

- Title VI Program Coordination
  - Notice to the Public of Title VI
  - Aid with Data Collection
  - Serve as Outreach and Education to Title VI groups
  - Written Transportation and Oral Interpretation when possible
  - Aid in receiving Discrimination Complaints
  - Help Documenting and reporting on RPO/MPO Title VI-related activities
- Demographic Request From

The Transportation Advisory Committee (TAC) are elected officials such as County Commissioners, Mayors, and/or Town Council Members and serves as the governing body of the Upper Coastal Plain Rural Planning Organization (UCPRPO). The following is the role of the TAC members:

- Approve Title VI Program and other non discrimination documents
  - Document in board meeting minutes or with a Resolution
- Signature of Chief Administrative Officer (e.g., TAC Chair)

Below are completed Demographics Request Forms provided by both TCC and TAC members:



DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<p><b>Race/Ethnicity:</b></p> <p><input type="checkbox"/> White</p> <p><input checked="" type="checkbox"/> Black/African American</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> American Indian/Alaskan Native</p> <p><input type="checkbox"/> Native Hawaiian/Pacific Islander</p> <p><input type="checkbox"/> Hispanic/Latino</p> <p><input type="checkbox"/> Other (please specify): _____</p>	<p><b>National Origin:</b> (if born outside the U.S.)</p> <p><input type="checkbox"/> Mexican</p> <p><input type="checkbox"/> Central American: _____</p> <p><input type="checkbox"/> South American: _____</p> <p><input type="checkbox"/> Puerto Rican</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Vietnamese</p> <p><input type="checkbox"/> Korean</p> <p><input type="checkbox"/> Other (please specify): _____</p>
<p><b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female</p>	<p><b>Age:</b></p> <p><input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64</p>
<p><b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input type="checkbox"/> 18-29 <input checked="" type="checkbox"/> 65 and older</p> <p><input type="checkbox"/> 30-44</p>
<p><b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/></p>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at jsalmons@ucprpo.org.

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Derrick D. Creech

Signature: Derrick D. Creech

## DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Luther H. Lewis Jr.

Signature: 

## DEMOGRAPHIC REQUEST

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Please provide the following information:

<b>Race/Ethnicity:</b> <input type="checkbox"/> White <input checked="" type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Brenda Lucas

Signature: Brenda Lucas

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input checked="" type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Kristin Barnes

Signature: Kristin Barnes

**DEMOGRAPHIC REQUEST**

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<p><b>Gender:</b> <input checked="" type="checkbox"/> Male    <input type="checkbox"/> Female</p>	<p><b>Age:</b></p> <p><input type="checkbox"/> Less than 18    <input checked="" type="checkbox"/> 45-64</p> <p><input type="checkbox"/> 18-29    <input type="checkbox"/> 65 and older</p> <p><input type="checkbox"/> 30-44</p>
<p><b>Disability:</b> <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>	
<p><b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/></p>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

**Name (print):** Ronald L. Keeter, Jr.

**Signature:** 

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input checked="" type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Carlos Moya-Astudillo

Signature: 

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): James C. Eatmon

Signature: James C. Eatmon

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): CRAIG ALAN Midgett

Signature: 



## DEMOGRAPHIC REQUEST

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<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input checked="" type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): JERRY M. MEDLIN  
 Signature: Jerry M. Medlin

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Braston Newton

Signature: 

DEMOGRAPHIC REQUEST

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<p><b>Race/Ethnicity:</b></p> <p><input checked="" type="checkbox"/> White</p> <p><input type="checkbox"/> Black/African American</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> American Indian/Alaskan Native</p> <p><input type="checkbox"/> Native Hawaiian/Pacific Islander</p> <p><input type="checkbox"/> Hispanic/Latino</p> <p><input type="checkbox"/> Other (please specify): _____</p>	<p><b>National Origin:</b> (if born outside the U.S.)</p> <p><input type="checkbox"/> Mexican</p> <p><input type="checkbox"/> Central American: _____</p> <p><input type="checkbox"/> South American: _____</p> <p><input type="checkbox"/> Puerto Rican</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Vietnamese</p> <p><input type="checkbox"/> Korean</p> <p><input type="checkbox"/> Other (please specify): _____</p>
<p><b>Gender:</b> <input checked="" type="checkbox"/> Male    <input type="checkbox"/> Female</p>	<p><b>Age:</b></p> <p><input type="checkbox"/> Less than 18    <input checked="" type="checkbox"/> 45-64</p> <p><input type="checkbox"/> 18-29            <input type="checkbox"/> 65 and older</p> <p><input type="checkbox"/> 30-44</p>
<p><b>Disability:</b> <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>	
<p><b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/></p>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): James C. Eatmon

Signature: James C. Eatmon

## DEMOGRAPHIC REQUEST

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<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input checked="" type="checkbox"/> 30-44
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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): TIM ROBBINS

Signature: 

## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input checked="" type="checkbox"/> 30-44
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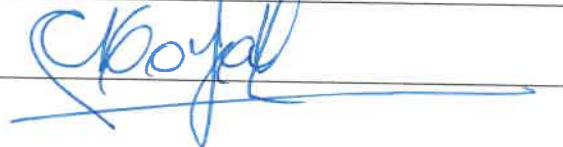
Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print):

Carlos Moya-Astudillo

Signature:



## DEMOGRAPHIC REQUEST

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Please provide the following information:

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<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input checked="" type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print):

*Bob League*

Signature:

**DEMOGRAPHIC REQUEST**

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<p><b>Gender:</b> <input checked="" type="checkbox"/> Male    <input type="checkbox"/> Female</p>	<p><b>Age:</b></p> <p><input type="checkbox"/> Less than 18    <input type="checkbox"/> 45-64</p> <p><input checked="" type="checkbox"/> 18-29    <input type="checkbox"/> 65 and older</p> <p><input type="checkbox"/> 30-44</p>
<p><b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p><b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/></p>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Jordan Reed

Signature: 

## DEMOGRAPHIC REQUEST

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Please provide the following information:

<b>Race/Ethnicity:</b> <input type="checkbox"/> White <input checked="" type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
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<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Marvin Sharpe

Signature: Marvin Sharpe



## DEMOGRAPHIC REQUEST

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<b>Gender:</b> <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Gronna Jones

Signature: Gronna Jones

DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

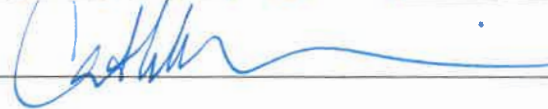
<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input checked="" type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at jsalmons@ucprpo.org.

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Catherine W. Grimm

Signature: 

## DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at [jsalmons@ucprpo.org](mailto:jsalmons@ucprpo.org).

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print):

*Stephen Wensman* Stephen Wensman

Signature:

*Stephen Wensman*

DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at [jsalmos@ucprpo.org](mailto:jsalmos@ucprpo.org).

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): Bill Bass

Signature: Bill Bass

DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<b>Race/Ethnicity:</b> <input checked="" type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Other (please specify): _____	<b>National Origin:</b> (if born outside the U.S.) <input type="checkbox"/> Mexican <input type="checkbox"/> Central American: _____ <input type="checkbox"/> South American: _____ <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other (please specify): _____
<b>Gender:</b> <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<b>Age:</b> <input type="checkbox"/> Less than 18 <input checked="" type="checkbox"/> 45-64 <input type="checkbox"/> 18-29 <input type="checkbox"/> 65 and older <input type="checkbox"/> 30-44
<b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at jsalmos@ucprpo.org.

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): JAMES SALMONS

Signature: 

DEMOGRAPHIC REQUEST

Upper Coastal Plain Rural Planning Organization (UCPRPO) is required by Title VI of the Civil Rights Act of 1964 and related authorities to record demographic information on members of its boards and committees. Please provide the following information:

<p><b>Race/Ethnicity:</b></p> <p><input type="checkbox"/> White</p> <p><input checked="" type="checkbox"/> Black/African American</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> American Indian/Alaskan Native</p> <p><input type="checkbox"/> Native Hawaiian/Pacific Islander</p> <p><input type="checkbox"/> Hispanic/Latino</p> <p><input type="checkbox"/> Other (please specify): _____</p>	<p><b>National Origin:</b> (if born outside the U.S.)</p> <p><input type="checkbox"/> Mexican</p> <p><input type="checkbox"/> Central American: _____</p> <p><input type="checkbox"/> South American: _____</p> <p><input type="checkbox"/> Puerto Rican</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Vietnamese</p> <p><input type="checkbox"/> Korean</p> <p><input type="checkbox"/> Other (please specify): _____</p>
<p><b>Gender:</b> <input checked="" type="checkbox"/> Male    <input type="checkbox"/> Female</p>	<p><b>Age:</b></p> <p><input type="checkbox"/> Less than 18    <input checked="" type="checkbox"/> 45-64</p> <p><input type="checkbox"/> 18-29    <input type="checkbox"/> 65 and older</p> <p><input type="checkbox"/> 30-44</p>
<p><b>Disability:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p><b>I choose not to provide any of the information requested above:</b> <input type="checkbox"/></p>	

Completed forms will remain on file as part of the public record. For more information regarding Title VI or this request, please contact the UCPRPO at 252-459-1545 or by email at jsalmons@ucprpo.org.

Please sign below acknowledging that you have completed this form.

Thank you for your participation!

Name (print): James Diggs

Signature: 

**Appendix C**  
**Upper Coastal Plain Rural Planning Organization - Organizational Chart**

*Upper Coastal Plain Rural  
Planning Organization*

**Director and Title VI  
Coordinator**

James Salmons

## Appendix D Demographic Tables

### Race and Ethnicity

The following table was completed using data from Census Table QT-P3, Race and Hispanic or Latino Origin: 2010::

Race and Ethnicity	Number	Percent
Total Population	402,504	100%
White	243,025	60.38%
Black or African American	125,317	31.13%
American Indian or Alaska Native	2,003	0.50%
Asian	2,549	.63%
Native Hawaiian and Other Pacific Islander	110	.03%
Some other Race	22,778	5.66%
Two or More Races	6,722	1.67%
HISPANIC OR LATINO (of any race)	37,657	9.36%
Mexican	27,570	6.85%
Puerto Rican	2,251	0.56%
Cuban	467	0.12%
Other Hispanic or Latino	7,369	1.83%

### Age and Sex

The following table was completed using data from Census Table QT-P1, Age Groups and Sex: 2010:

Age	Number			Percent		
	Both sexes	Male	Female	Both sexes	Male	Female
Total Population	402,504	194,448	208,053	100%	100%	100%
Under 5 years	27,878	14,278	13,600	6.9%	7.3%	6.5%
Under 18 years	103,836	53,211	50,625	25.8%	27.4%	24.3%
18 to 64 years	248,395	120,528	127,867	61.7%	62.0%	61.5%
65 years and over	50,273	20,709	29,564	12.5%	10.7%	14.2%
<b>Median Age</b>	<b>38.6</b>	<b>37.1</b>	<b>40.1</b>			



## Disability

The following table was completed using data from Census Table S1810, Disability Characteristics:

Subject – Edgecombe County	Total		With a Disability		Percent with a Disability	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Total civilian noninstitutionalized population	53,769	+/-152	9,715	+/-545	18.1%	+/-1.0
Population under 5 years	3,367	+/-4	10	+/-18	0.3%	+/-0.5
Population 5 to 17 years	9,388	+/-41	39	+/-44	0.4%	+/-0.5
Population 18 to 64 years	32,102	+/-139	689	+/-161	2.1%	+/-0.5
Population 75 years and over	3,620	+/-126	669	134	18.5%	+/-3.6
SEX						
Male	25,133	+/-198	4,496	+/-374	17.9%	+/-1.5
Female	28,636	+/-187	5,219	+/-384	18.2%	+/-1.3
RACE AND HISPANIC OR LATINO ORIGIN						
White	20,602	+/-346	4,103	+/-316	19.9%	+/-1.6
Black or African American	30,549	+/-353	5,395	+/-444	17.7%	+/-1.4
American Indian and Alaska Native	215	+/-51	40	+/-34	18.6%	+/-17.7
Asian	58	+/-51	14	+/-23	24.1%	+/-27.9
Native American and Other Pacific Islander	67	+/-79	0	+/-28	0.0%	+/-36.0
Some other Race	1,209	+/-380	19	+/-23	1.6%	+/-2.0
Two or more races	1,069	+/-348	144	+/-98	13.5%	+/-8.2
Hispanic or Latino	2,251	+/-4	125	+/-65	5.6%	+/-2.9

Subject – Johnston County	Total		With a Disability		Percent with a Disability	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Total civilian noninstitutionalized population	180,447	+/-273	24,996	+/-1,521	13.9%	+/-0.8
Population under 5 years	12,019	+/-155	122	+/-85	1.0%	+/-0.7
Population 5 to 17 years	36,216	+/-155	1,888	+/-373	5.2%	+/-1.0
Population 18 to 64 years	110,585	+/-465	14,068	+/-1,408	12.7%	+/-2.8
Population 65 years and over	21,627	+/-296	8,918	+/-829	41.2%	+/-7.8
SEX						
Male	88,286	+/-251	12,514	+/-956	14.2%	+/-1.1
Female	92,161	+/-206	12,482	+/-968	13.5%	+/-1.1
RACE AND HISPANIC OR LATINO ORIGIN						
White	141,433	+/-1,402	19,609	+/-1,350	13.9%	+/-1.0
Black or African American	27,249	+/-640	4,279	+/-530	15.7%	+/-1.9
American Indian and Alaska Native	912	+/-333	197	+/-134	21.6%	+/-14.4
Asian	1,179	+/-167	104	+/-79	8.8%	+/-6.9
Native American and Other Pacific Islander	26	+/-40	0	+/-28	0.0%	+/-58.2
Some other Race	5,086	+/-1,248	353	+/-179	6.9%	+/-2.6
Two or more races	4,562	+/-748	454	+/-193	10.0%	+/-3.8
Hispanic or Latino	23,763	+/-60	1,616	+/-375	6.8%	+/-1.6

Subject – Nash County	Total		With a Disability		Percent with a Disability	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Total civilian noninstitutionalized population	92,985	+/-376	14,935	+/-884	16.1%	+/-0.9
Population under 5 years	5,360	+/-70	42	+/-56	0.8%	+/-1.0
Population 5 to 17 years	16,096	+/-72	857	+/-224	5.3%	+/-1.4
Population 18 to 64 years	56,622	+/-414	7,696	+/-838	13.6%	+/-3.0
Population 65 years and over	14,907	+/-264	6,340	+/-622	42.5%	+/-8.6
SEX						
Male	<b>44,257</b>	+/-316	<b>6,923</b>	+/-619	15.6%	+/-1.4
Female	<b>48,728</b>	+/-174	<b>8,012</b>	+/-597	16.4%	+/-1.2
RACE AND HISPANIC OR LATINO ORIGIN						
White	<b>49,749</b>	+/-389	<b>8,347</b>	+/-620	16.8%	+/-1.2
Black or African American	<b>35,863</b>	+/-515	<b>6,064</b>	+/-537	16.9%	+/-1.5
American Indian and Alaska Native	<b>579</b>	+/-110	<b>163</b>	+/-94	28.2%	+/-14.7
Asian	<b>916</b>	+/-156	<b>53</b>	+/-47	5.8%	+/-5.2
Native American and Other Pacific Islander	<b>16</b>	+/-26	<b>0</b>	+/-28	0.0%	+/-74.1
Some other Race	<b>3,722</b>	+/-487	<b>195</b>	+/-117	5.2%	+/-3.0
Two or more races	<b>2,140</b>	+/-564	<b>113</b>	+/-70	5.3%	+/-3.2
Hispanic or Latino	<b>6,108</b>	+/-39	<b>348</b>	+/-137	5.7%	+/-2.2

Subject – Wilson County	Total		With a Disability		Percent with a Disability	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Total civilian noninstitutionalized population	80,492	+/-223	12,169	+/-644	15.1%	+/-0.8
Population under 5 years	4,932	+/-79	8	+/-17	0.2%	+/-0.3
Population 5 to 17 years	14,323	+/-58	765	+/-182	5.3%	+/-1.3
Population 18 to 64 years	48,506	+/-319	6,339	+/-634	13.1%	+/-2.7
Population 65 years and over	12,731	+/-293	5,057	+/-494	39.7%	+/-7.6
SEX						
Male	<b>37,932</b>	+/-210	<b>5,912</b>	+/-444	15.6%	+/-1.2
Female	<b>42,560</b>	+/-171	<b>6,257</b>	+/-445	14.7%	+/-1.0
RACE AND HISPANIC OR LATINO ORIGIN						
White	<b>40,685</b>	+/-696	<b>6,009</b>	+/-433	14.8%	+/-1.0
Black or African American	<b>31,399</b>	+/-506	<b>5,534</b>	+/-542	17.6%	+/-1.7
American Indian and Alaska Native	<b>509</b>	+/-209	<b>99</b>	+/-101	19.4%	+/-20.4
Asian	<b>620</b>	+/-205	<b>15</b>	+/-19	2.4%	+/-3.2
Native American and Other Pacific Islander	<b>44</b>	+/-66	<b>2</b>	+/-5	4.5%	+/-20.7
Some other Race	<b>5,391</b>	+/-765	<b>148</b>	+/-74	2.7%	+/-1.3
Two or more races	<b>1,844</b>	+/-596	<b>362</b>	+/-210	19.6%	+/-8.0
Hispanic or Latino	<b>8,018</b>	+/-13	<b>494</b>	+/-148	6.2%	+/-1.8

## Poverty

The following table was completed using data from Census Table S1701, Poverty Status in the Past 12 Months (ACS 2016):

Subject – Edgecombe County	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Population for whom poverty status is determined	53,535	+/-183	13,750	+/-1,135	25.7%	+/-2.1
AGE						
Under 18	12,521	+/-104	5,082	+/-586	40.6%	+/-4.6
18 to 64	32,102	+/-139	7,279	+/-697	22.7%	+/-2.2
65 years and over	8,912	+/-131	1,389	+/-209	15.6%	+/-2.3
SEX						
Male	25,064	+/-207	5,909	+/-585	23.6%	+/-2.3
Female	28,471	+/-213	7,841	+/-726	27.5%	+/-2.5
RACE AND HISPANIC OR LATINO ORIGIN						
White	20,518	+/-350	3,240	+/-610	15.8%	+/-2.9
Black or African American	30,399	+/-354	9,808	+/-989	32.3%	+/-3.2
American Indian and Alaska Native	215	+/-51	5	+/-11	2.3%	+/-5.2
Asian	58	+/-51	27	+/-45	46.6%	+/-53.4
Native American and Other Pacific Islander	67	+/-79	0	+/-28	0.0%	+/-36.0
Some other Race	1,209	+/-380	375	+/-275	31.0%	+/-20.6
Two or more races	1,069	+/-348	295	+/-188	27.6%	+/-13.8
Hispanic or Latino	2,251	+/-4	819	+/-362	36.4%	+/-16.1
All individuals below:						
50 percent of poverty level	6,802	+/-977				
125 percent of poverty level	18,127	+/-1,287				
150 percent of poverty level	22,434	+/-1,279				
185 percent of poverty level	26,889	+/-1,218				
200 percent of poverty level	28,983	+/-1,241				

Subject – Johnston County	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Population for whom poverty status is determined	180,110	+/-317	26,272	+/-2,195	14.6%	+/-1.2
AGE						
Under 18	47,630	+/-220	10,208	+/-1,188	21.4%	+/-2.5
18 to 64	110,853	+/-184	13,972	+/-1,220	12.6%	+/-1.1
65 years and over	35,579	+/-211	5,700	+/-760	16.0%	+/-2.1
SEX						
Male	88,090	+/-288	12,217	+/-1,162	13.9%	+/-1.3
Female	92,020	+/-226	14,055	+/-1,258	15.3%	+/-1.4
RACE AND HISPANIC OR LATINO ORIGIN						

White	141,169	+/-1,405	17,072	+/-1,863	12.1%	+/-1.3
Black or African American	27,144	+/-619	5,513	+/-903	20.3%	+/-3.3
American Indian and Alaska Native	934	+/-342	312	+/-265	33.4%	+/-22.5
Asian	1,179	+/-167	72	+/-59	6.1%	+/-5.4
Native American and Other Pacific Islander	26	+/-40	5	+/-9	19.2%	+/-50.4
Some other Race	5,086	+/-1,235	1,903	+/-837	37.4%	+/-12.5
Two or more races	4,572	+/-749	1,395	+/-496	30.5%	+/-9.2
Hispanic or Latino	27,144	+/-619	5,513	+/-903	20.3%	+/-3.3
All individuals below:						
50 percent of poverty level	12,055	+/-1,659				
125 percent of poverty level	36,050	+/-2,084				
150 percent of poverty level	46,341	+/-2,442				
185 percent of poverty level	59,154	+/-2,772				
200 percent of poverty level	63,566	+/-3,008				

Subject – Nash County	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Population for whom poverty status is determined	92,224	+/-415	16,057	+/-1,588	17.4%	+/-1.7
AGE						
Under 18	21,125	+/-195	5,243	+/-908	24.8%	+/-4.2
18 to 64	5,178	+/-171	1,574	+/-311	30.4%	+/-5.8
65 years and over	15,947	+/-117	3,669	+/-738	23.0%	+/-4.6
SEX						
Male	43,881	+/-370	6,109	+/-747	13.9%	+/-1.7
Female	48,343	+/-208	9,948	+/-1,058	20.6%	+/-2.2
RACE AND HISPANIC OR LATINO ORIGIN						
White	49,457	+/-410	5,051	+/-825	10.2%	+/-1.7
Black or African American	35,521	+/-554	9,303	+/-1,371	26.2%	+/-3.8
American Indian and Alaska Native	561	+/-113	1	+/-4	0.2%	+/-0.7
Asian	914	+/-157	157	+/-103	17.2%	+/-11.8
Native American and Other Pacific Islander	16	+/-26	0	+/-28	0.0%	+/-74.1
Some other Race	3,681	+/-483	975	+/-427	26.5%	+/-11.0
Two or more races	2,074	+/-561	570	+/-314	27.5%	+/-11.7
Hispanic or Latino	6,043	+/-71	1,568	+/-414	25.9%	+/-6.8
All individuals below:						
50 percent of poverty level	5,633	+/-1,038				
125 percent of poverty level	22,555	+/-1,709				
150 percent of poverty level	27,960	+/-1,834				
185 percent of poverty level	34,944	+/-1,739				
200 percent of poverty level	37,998	+/-1,809				

Subject – Wilson County	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-	Estimate	Margin of Error +/-
Population for whom poverty status is det.	80,062	+/-266	18,043	+/-1,611	22.5%	+/-2.0
AGE						
Under 18	19,110	+/-135	7,505	+/-710	39.3%	+/-3.8
18 to 64	4,886	+/-89	2,057	+/-305	42.1%	+/-6.3
65 years and over	14,224	+/-103	5,448	+/-592	38.3%	+/-4.2
SEX						
Male	37,848	+/-205	7,891	+/-806	20.8%	+/-2.1
Female	42,214	+/-200	10,152	+/-955	24.0%	+/-2.2
RACE AND HISPANIC OR LATINO ORIGIN						
White	40,350	+/-693	3,923	+/-657	9.7%	+/-1.6
Black or African American	31,326	+/-504	10,122	+/-1,163	32.3%	+/-3.6
American Indian and Alaska Native	509	+/-209	236	+/-180	46.4%	+/-30.2
Asian	626	+/-204	40	+/-42	6.4%	+/-6.9
Native American and Other Pacific Islander	63	+/-96	2	+/-5	3.2%	+/-15.3
Some other Race	5,373	+/-766	2,686	+/-694	50.0%	+/-9.4
Two or more races	1,815	+/-591	1,034	+/-524	57.0%	+/-16.9
Hispanic or Latino						
All individuals below:						
50 percent of poverty level	7,208	+/-1,061				
125 percent of poverty level	22,907	+/-1,506				
150 percent of poverty level	27,031	+/-1,611				
185 percent of poverty level	33,203	+/-1,526				
200 percent of poverty level	35,810	+/-1,444				

### Household Income

The following table was completed using data from Census Table S1901, Income in the Past 12 Months (In 2013 Inflation-Adjusted Dollars):

Subject – Edgecombe County	Households	
	Estimate	Margin of Error +/-
Total	20,528	+/-524
Less than \$10,000	12.5%	+/-1.8
\$10,000 to \$14,999	9.6%	+/-1.6
\$15,000 to \$24,999	13.0%	+/-2.1
\$25,000 to \$34,999	17.0%	+/-2.4
\$35,000 to \$49,999	14.7%	+/-2.0
\$50,000 to \$74,999	15.8%	+/-2.1
\$75,000 to \$99,999	9.6%	+/-1.6
\$100,000 to \$149,999	5.9%	+/-1.4
\$150,000 to \$199,999	1.1%	+/-0.6
\$200,000 or more	0.8%	+/-0.5
Median income (dollars)	33,293	+/-2,235
Mean income (dollars)	44,655	+/-2,237

Subject – Johnston County	Households	
	Estimate	Margin of Error +/-
Total	60,520	+/-1,248
Less than \$10,000	7.6%	+/-1.2
\$10,000 to \$14,999	5.3%	+/-1.0
\$15,000 to \$24,999	11.2%	+/-1.6
\$25,000 to \$34,999	10.4%	+/-1.3
\$35,000 to \$49,999	15.8%	+/-1.8
\$50,000 to \$74,999	19.4%	+/-1.8
\$75,000 to \$99,999	13.6%	+/-1.6
\$100,000 to \$149,999	11.6%	+/-1.4
\$150,000 to \$199,999	3.9%	+/-1.0
\$200,000 or more	1.2%	+/-0.5
Median income (dollars)	49,740	+/-2,077
Mean income (dollars)	61,437	+/-2,502

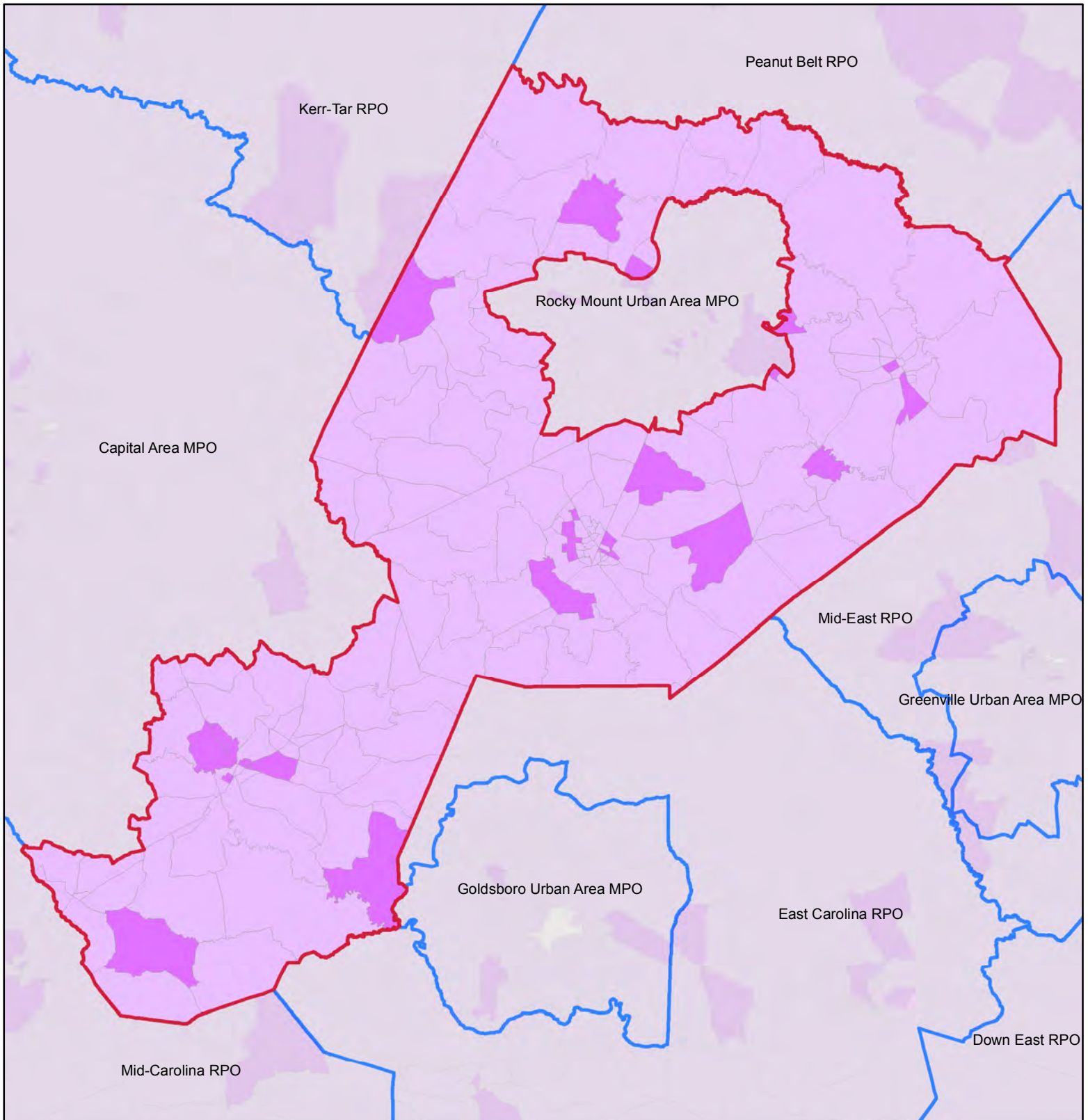
Subject – Nash County	Households	
	Estimate	Margin of Error +/-
Total	36,999	+/-759
Less than \$10,000	8.6%	+/-1.4
\$10,000 to \$14,999	6.4%	+/-1.2
\$15,000 to \$24,999	14.6%	+/-1.8
\$25,000 to \$34,999	12.9%	+/-1.9
\$35,000 to \$49,999	14.5%	+/-1.8
\$50,000 to \$74,999	19.7%	+/-2.1
\$75,000 to \$99,999	10.6%	+/-1.6
\$100,000 to \$149,999	7.8%	+/-1.1
\$150,000 to \$199,999	2.9%	+/-0.8
\$200,000 or more	2.0%	+/-0.5
Median income (dollars)	42,120	+/-2,118
Mean income (dollars)	55,557	+/-2,376

Subject – Wilson County	Households	
	Estimate	Margin of Error +/-
Total	31,390	+/-592
Less than \$10,000	10.0%	+/-1.6
\$10,000 to \$14,999	7.9%	+/-1.3
\$15,000 to \$24,999	13.5%	+/-1.6
\$25,000 to \$34,999	11.7%	+/-1.6
\$35,000 to \$49,999	18.9%	+/-2.1
\$50,000 to \$74,999	18.6%	+/-2.0
\$75,000 to \$99,999	8.7%	+/-1.3
\$100,000 to \$149,999	7.5%	+/-1.1
\$150,000 to \$199,999	1.9%	+/-0.7
\$200,000 or more	1.3%	+/-0.6
Median income (dollars)	39,040	+/-1,411
Mean income (dollars)	51,247	+/-2,588

**Appendix E**  
**Demographic Maps (EJ)**

See EJ maps on the following pages:






# Title VI

## 2011-2015 ACS Block Group Level

### - Age 65 and Over


#### Legend


 Upper Coastal Plain RPO Boundary


 MPO RPO Boundary

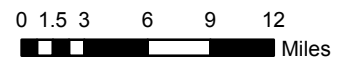
% of Population for Age 65 or Older  
% 65+

 0%

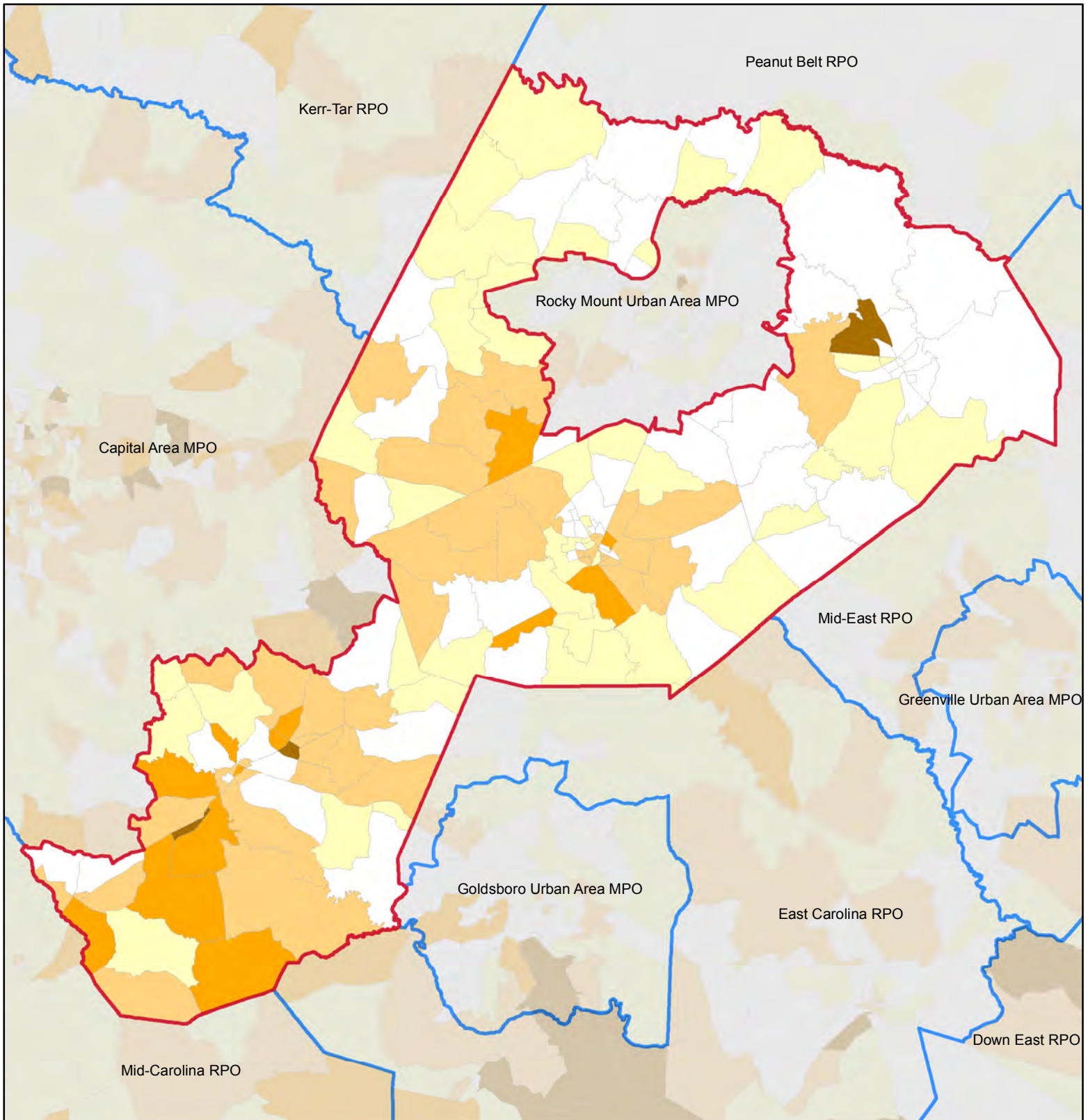
 <25%

 25.1% - 50%

 >50%



September 13, 2018



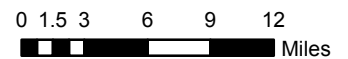
**Title VI**  
**2011-2015 ACS Block Group Level**  
**- Limited English**  
**Proficiency: Spanish**

**Legend**

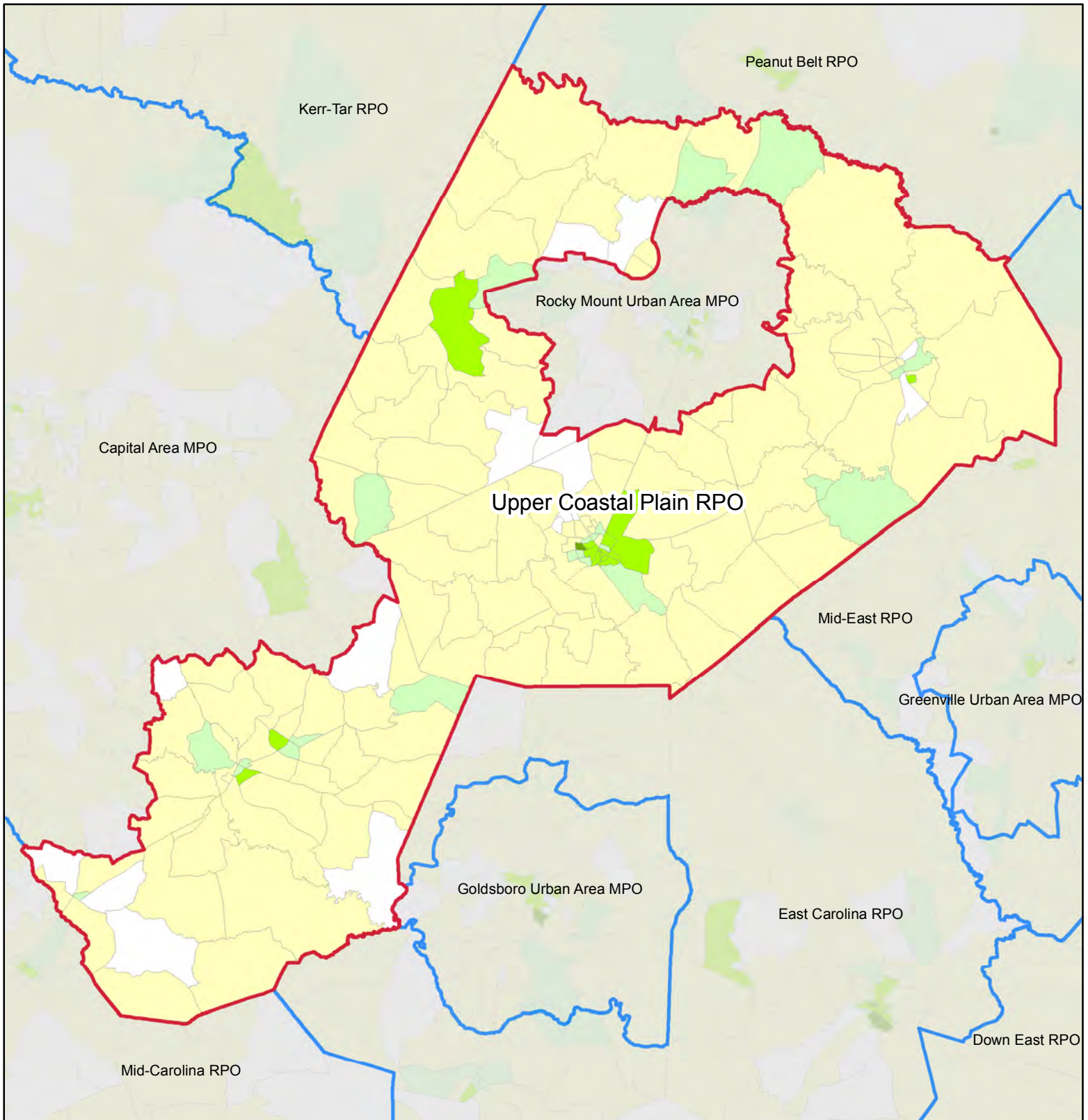
- Upper Coastal Plain RPO Boundary
- MPO RPO Boundary

**LEP Spanish**  
**% Spanish LEP**

- 0%
- <5.0%
- 5.1% - 15.0%
- 15.1% - 25.0%
- >25%



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# Title VI

## 2011-2015 ACS Block Group Level

### - Household with Zero Car







#### Legend

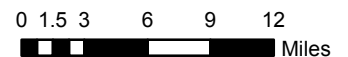
 Upper Coastal Plain RPO Boundary

 MPO RPO Boundary

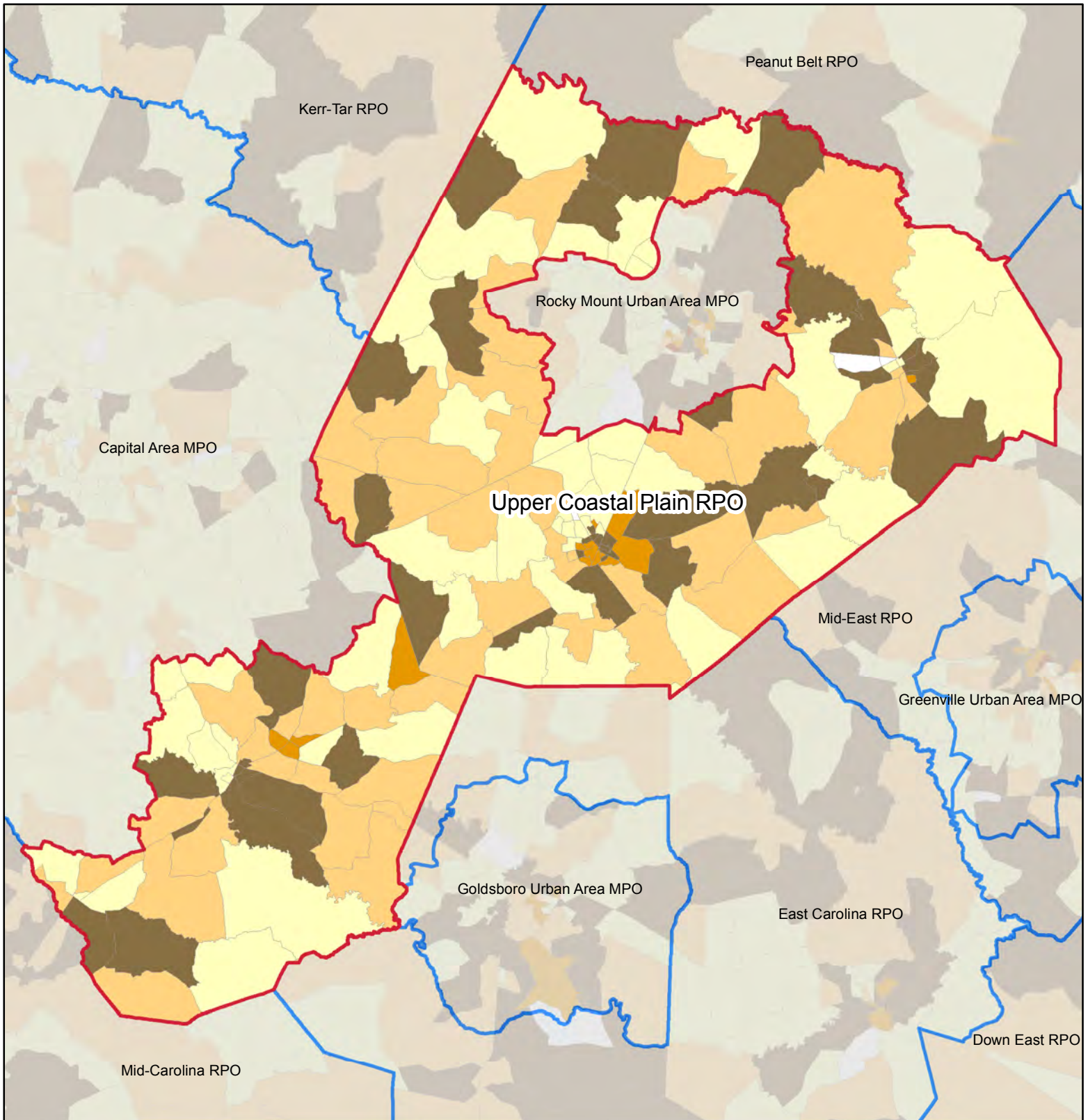
#### % of Household with Zero Car

##### % Without Car

-  0.0%
-  <15%
-  15.1% - 25.0%
-  25.1% - 50.0%
-  50.1% - 75.0%
-  >75%



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# Title VI 2011-2015 ACS Block Group Level - Poverty







### Legend

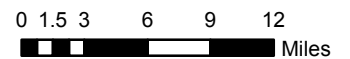
 Upper Coastal Plain RPO Boundary

 MPO RPO Boundary

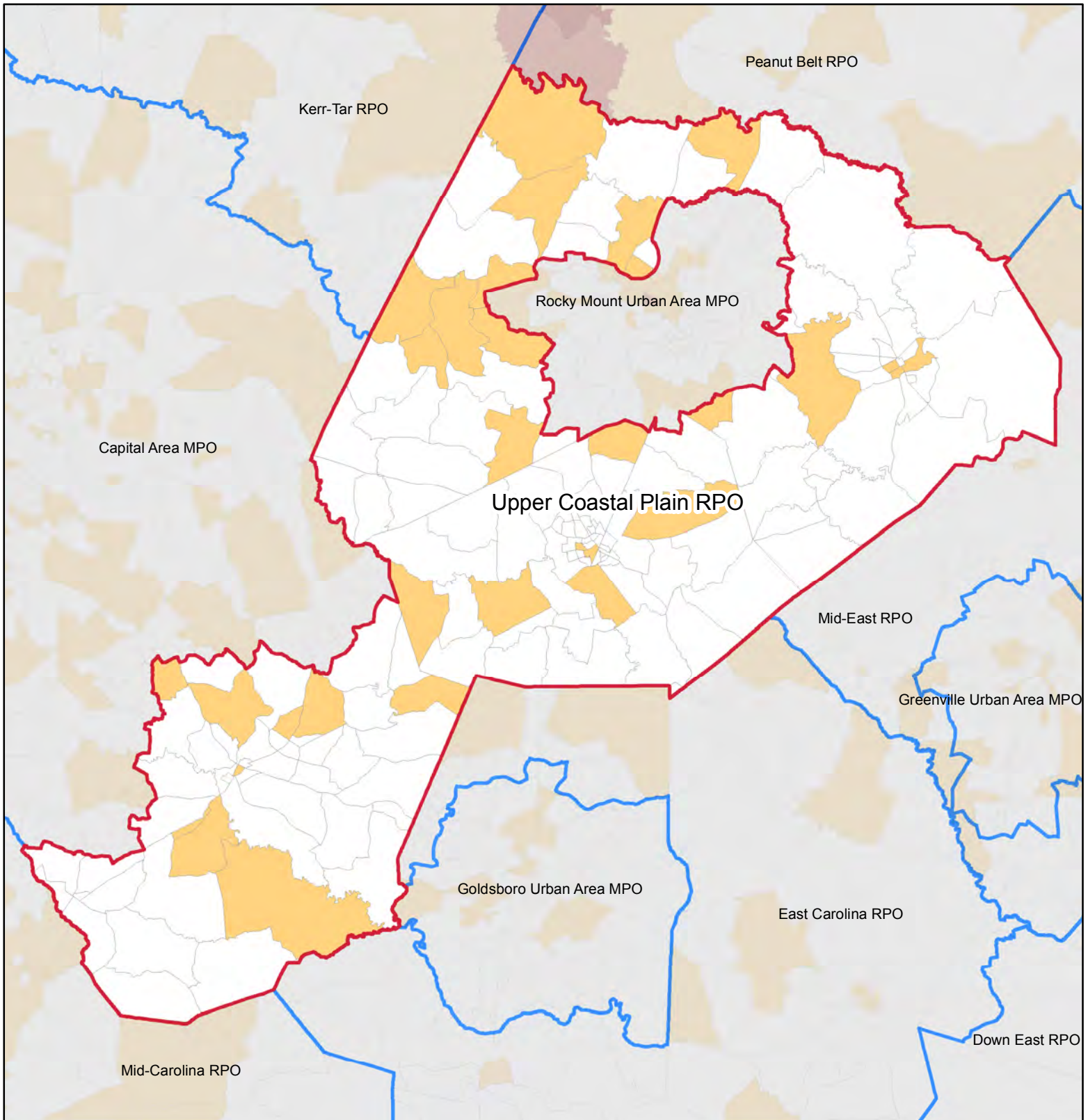
### % of Population Under Poverty Line

#### % in Poverty

-  0%
-  <15%
-  15.1% - 25%
-  25.1% - 50%
-  50.1% - 75%
-  >75%



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# Title VI

## 2011-2015 ACS Block Group Level

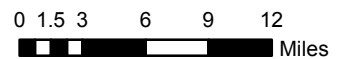
### - American Indian

#### Legend

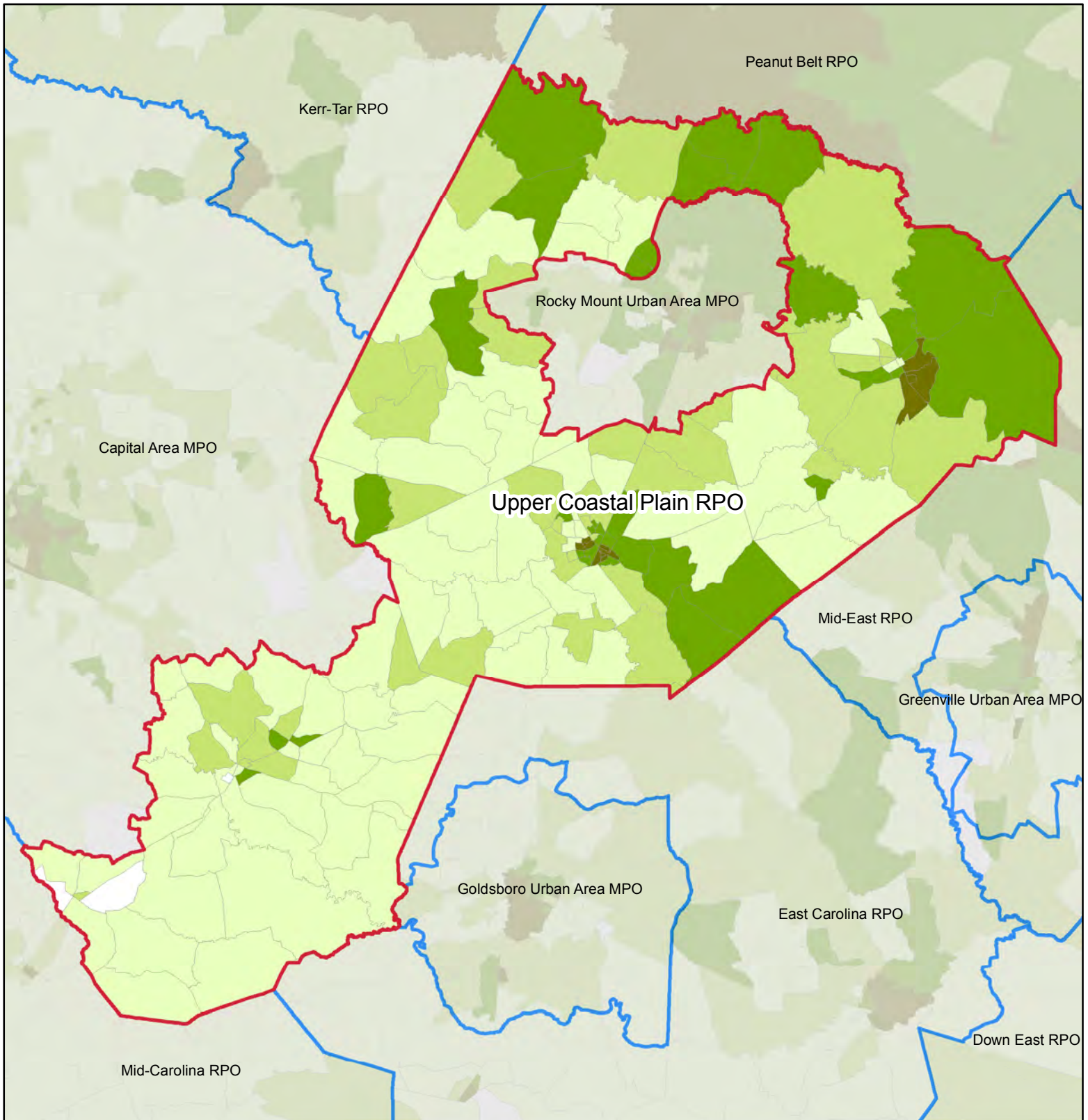
- Upper Coastal Plain RPO Boundary
- MPO RPO Boundary

#### American Indian % Native American

- 0%
- <15%
- 15.1% - 25%
- 25.1% - 50%
- >50%



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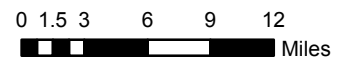
**Title VI**  
**2011-2015 ACS Block Group Level**  
**- Black or African American**

**Legend**

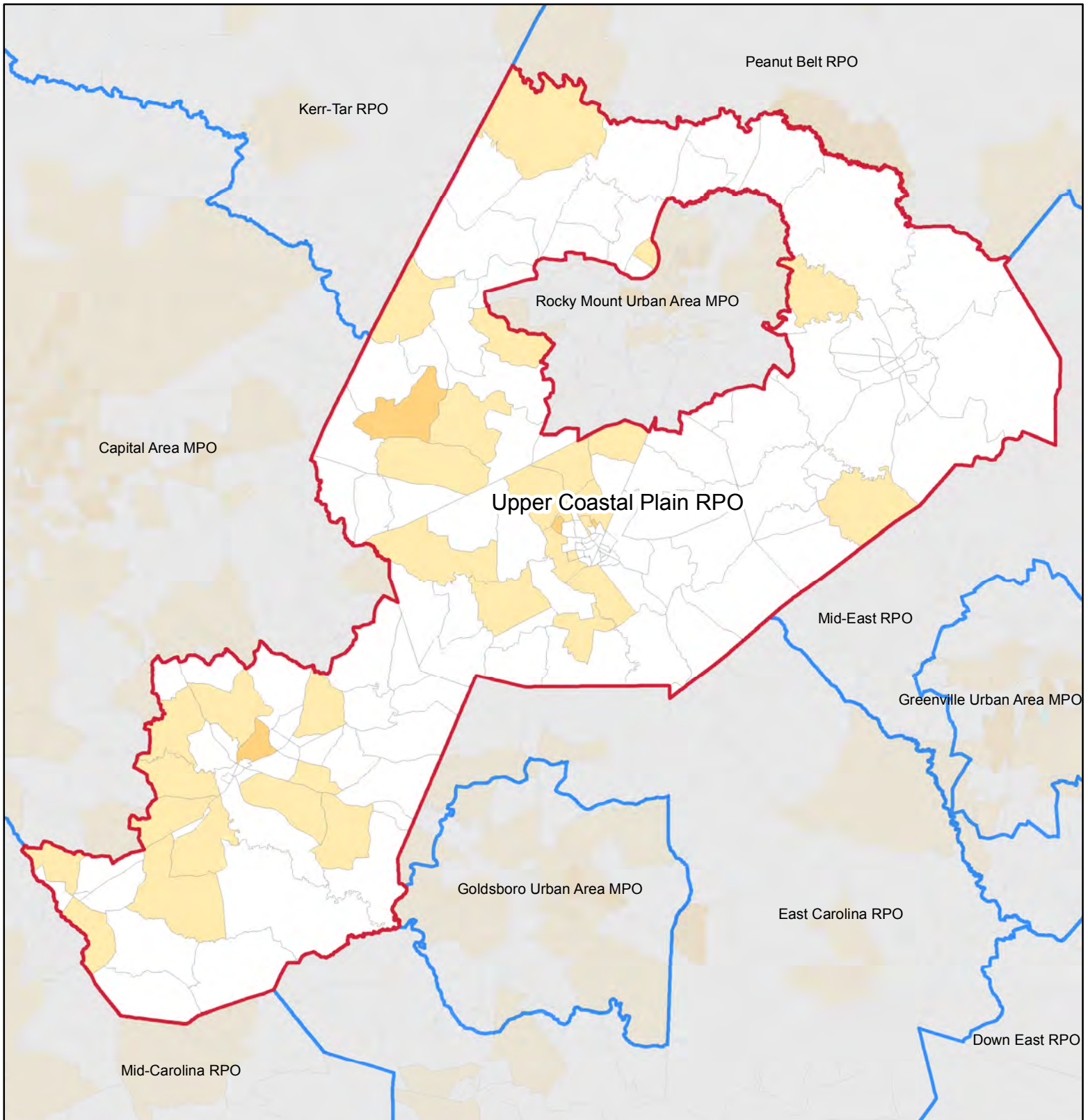
- Upper Coastal Plain RPO Boundary
- MPO RPO Boundary

**Black**  
**% Black**

- 0%
- <25%
- 25.1% - 50%
- 50.1% - 75%
- >75%




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# Title VI

## 2011-2015 ACS Block Group Level - Asian







### Legend

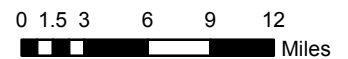
 Upper Coastal Plain RPO Boundary

 MPO RPO Boundary

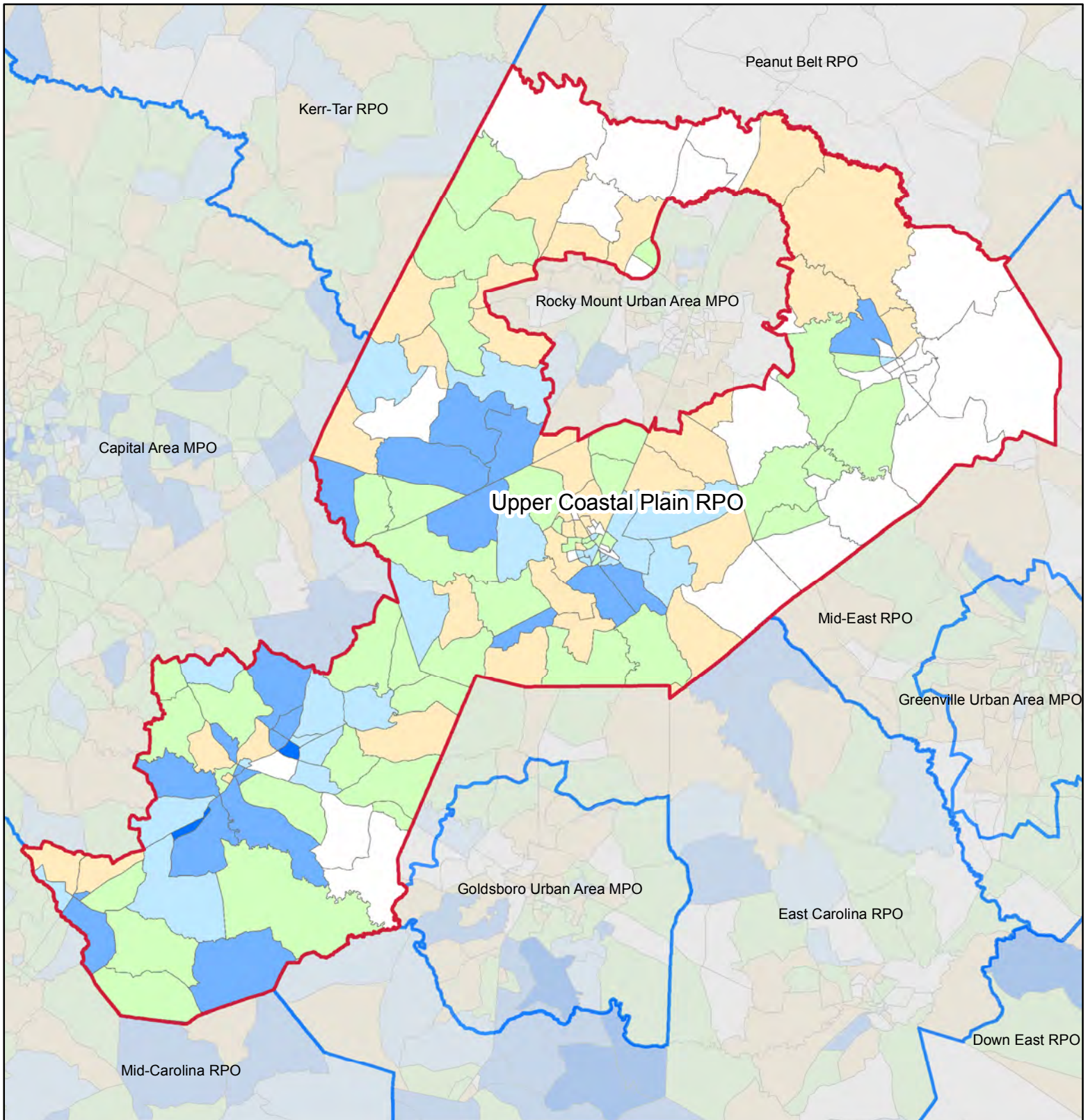
### Asian

#### % Asian

-  0%
-  <5%
-  5.1% - 15%
-  15.1% - 25%
-  25.1% - 50%
-  >50%




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# Title VI 2011-2015 ACS Block Group Level - Hispanic & Latino Population







### Legend

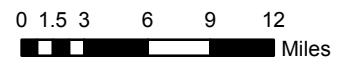
 Upper Coastal Plain RPO Boundary

 MPO RPO Boundary

### Hispanic or Latino

#### % Hispanic & Latino

-  0%
-  <5%
-  5.1% - 15%
-  15.1% - 25%
-  25.1% - 50%
-  >50%



September 13, 2018



**Appendix F**  
**Investigation Guidance, Discrimination Complaint Form and Log**  
**INVESTIGATIVE GUIDANCE**

- A. Scope of Investigation** – An investigation should be confined to the issues and facts relevant to the allegations in the complaint, unless evidence shows the need to extend the issues.
- B. Developing an Investigative Plan** – It is recommended that the investigator (i.e., Title VI Coordinator or other official trained to conduct Title VI investigations) prepares an Investigative Plan (IP) to define the issues and lay out the blueprint to complete the investigation. The IP should follow the outline below:
1. Complainant(s) Name and Address (Attorney name and address if applicable)
  2. Respondent(s) Name and Address (Attorney for the Respondent(s) name and address, if applicable)
  3. Applicable Law(s)
  4. Basis/(es)
  5. Allegation(s)/Issue(s)
  6. Background
  7. Name of Persons to be interviewed
    - a. Questions for the complainant(s)
    - b. Questions for the respondent(s)
    - c. Questions for witness(es)
  8. Evidence to be obtained during the investigation
    - a. Issue – e.g., Complainant alleges his predominantly African American community was excluded from a meeting concerning a future project which could affect the community.
      - i. Documents needed – e.g., mailing list which shows all physical addresses, P.O. Box numbers, property owner names, and dates when the meeting notification was mailed; other methods used to advertise the meeting.
- C. Request for Information** – The investigator should gather data and information pertinent to the issues raised in the complaint.
- D. Interviews** – Interviews should be conducted with the complainant, respondent, and appropriate witnesses during the investigative process. Interviews are conducted to gain a better understanding of the situation outlined in the complaint of discrimination. The main objective during the interview is to obtain information that will either support or refute the allegations.
- E. Preparing an Investigative Report** – The investigator should prepare an investigative report setting forth all relevant facts obtained during the investigation. The report should include a finding for each allegation. A sample outline for an investigative report is provided below.

**Sample Investigative Report Template**

- I. COMPLAINANT(S) NAME** (or attorney for the complainant(s) – name and address if applicable)  
James Salmons, 120 W Washington St, Nashville, NC 5=89, Phone: 252-465-1545
- II. RESPONDENT(S)** (or attorney for the respondent(s) – name and address if applicable)  
James Salmons, 120 W Washington St, Nashville, NC 5=89, Phone: 252-465-1545
- III. APPLICABLE LAW/REGULATION**  
[For example, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d); 49 CFR §21.11; 49 CFR §26.53]
- IV. COMPLAINT BASIS/(ES)**  
[For example, Race, Color, National Origin, Limited English Proficiency, Sex, Age, Disability]
- V. ALLEGATIONS**  
[Describe in logical sequence, each allegation including the prohibited basis for the alleged discriminatory conduct, (e.g., race, color, national origin, sex, age, or disability) and the specific statutory or regulatory provision the allegation would violate, if proven to be true.]

Issue #1 – Complainant alleges that transit system failed to inform minority communities of rate increases.  
Issue #2 – Complainant alleges that transit system has not sufficiently publicized or held public meetings to share information regarding fare increases and route changes that impacts low-income and minority citizens.

**VI. BACKGROUND**

[Provide detailed information regarding the complaint, including a historical overview of the case, including any activities or actions taken prior to accepting the complaint for investigation.]

**VII. INVESTIGATIVE PROCEDURE**

[Describe in detail, methods used to conduct the investigation, such as document requests, interviews and site visits. Include witnesses' names and addresses, documents received and/or reviewed, emails sent and received.]

**VIII. FINDINGS OF FACT**

[Provide a detailed description of the investigator's analysis of each allegation, based on clear and factual findings. Include specific evidence used to support your findings.]

**IX. CONCLUSION**

[State whether discrimination did or did not occur. Conclusions must be evidence-based and defensible. Test conclusions by considering all possible rebuttal arguments from the respondent and complainant. Both respondent and the complainant should be given an opportunity to confirm or rebut the assertions of the other party and your findings, but all the evidence you've presented should speak for itself.]

**X. RECOMMENDED ACTIONS**

[Outline what should be done to remedy the findings or, if necessary, provide justice for the complainant.]

**APPENDIX**

[Include in the Appendix any supplemental materials that support your findings and conclusion.]

Upper Coastal Plain Rural Planning Organization (UCPRPO)  
**DISCRIMINATION COMPLAINT FORM**

**Any person who believes that he/she has been subjected to discrimination based upon race, color, national origin, sex, age, or disability may file a written complaint with Upper Coastal Plain Rural Planning Organization (UCPRPO), within 180 days after the discrimination occurred.**

Last Name:		First Name:		<input type="checkbox"/> Male
				<input type="checkbox"/> Female
Mailing Address:			City	State
				Zip
Home Telephone:		Work Telephone:		E-mail Address
Identify the Category of Discrimination:				
<input type="checkbox"/> RACE		<input type="checkbox"/> COLOR		<input type="checkbox"/> NATIONAL ORIGIN
<input type="checkbox"/> SEX		<input type="checkbox"/> DISABILITY		<input type="checkbox"/> AGE
		<input type="checkbox"/> LIMITED ENGLISH PROFICIENCY		
Identify the Race of the Complainant				
<input type="checkbox"/> Black		<input type="checkbox"/> White		<input type="checkbox"/> Hispanic
<input type="checkbox"/> American Indian		<input type="checkbox"/> Alaskan Native		<input type="checkbox"/> Asian American
		<input type="checkbox"/> Pacific Islander		<input type="checkbox"/> Other _____
Date and place of alleged discriminatory action(s). Please include earliest date of discrimination and most recent date of discrimination.				
Names of individuals responsible for the discriminatory action(s):				
How were you discriminated against? Describe the nature of the action, decision, or conditions of the alleged discrimination. Explain as clearly as possible what happened and why you believe your protected status (basis) was a factor in the discrimination. Include how other persons were treated differently from you. <b>(Attach additional page(s), if necessary).</b>				
The law prohibits intimidation or <b>retaliation</b> against anyone because he/she has either taken action, or participated in action, to secure rights protected by these laws. If you feel that you have been retaliated against, separate from the discrimination alleged above, please explain the circumstances below. Explain what action you took which you believe was the cause for the alleged retaliation.				
Names of persons (witnesses, fellow employees, supervisors, or others) whom we may contact for additional information to support or clarify your complaint: (Attached additional page(s), if necessary).				
<b><u>Name</u></b>		<b><u>Address</u></b>		<b><u>Telephone</u></b>
1. _____		_____		_____
2. _____		_____		_____
3. _____		_____		_____
4. _____		_____		_____

**DISCRIMINATION COMPLAINT FORM**

Have you filed, or intend to file, a complaint regarding the matter raised with any of the following? If yes, please provide the filing dates. Check all that apply.

NC Department of Transportation \_\_\_\_\_  
 Federal Highway Administration \_\_\_\_\_  
 US Department of Transportation \_\_\_\_\_  
 Federal or State Court \_\_\_\_\_  
 Other \_\_\_\_\_

Have you discussed the complaint with any Upper Coastal Plain Rural Planning Organization (UCPRPO) representative? If yes, provide the name, position, and date of discussion.

Please provide any additional information that you believe would assist with an investigation.

Briefly explain what remedy, or action, are you seeking for the alleged discrimination.

**\*\*WE CANNOT ACCEPT AN UNSIGNED COMPLAINT. PLEASE SIGN AND DATE THE COMPLAINT FORM BELOW.**

_____ <b>COMPLAINANT'S SIGNATURE</b>	_____ <b>DATE</b>
---	----------------------

**MAIL COMPLAINT FORM TO:**  
 Upper Coastal Plain Rural Planning Organization (UCPRPO)  
 120 W Washington St, Suite 2110  
 Nashville, NC 27856  
 252-459-1545

**FOR OFFICE USE ONLY**

Date Complaint Received: \_\_\_\_\_

Processed by: \_\_\_\_\_

Case #: \_\_\_\_\_

Referred to:    NCDOT    FHWA   Date Referred: \_\_\_\_\_

## FORMULARIO DE RECLAMOS POR DISCRIMINACIÓN

**Cualquier persona que crea que ha sido víctima de discriminación por raza, color, origen nacional, sexo, edad o discapacidad puede presentar una queja por escrito ante la Organización de Planificación Rural de la Costa Alta Costera (UCPRPO), dentro de los 180 días posteriores a la discriminación ocurrió.**

Apellido:		Nombre:		<input type="checkbox"/> Hombre
				<input type="checkbox"/> Mujer
Dirección:		Ciudad	Estado	Código postal
Teléfono casa:	Teléfono trabajo:	Dirección de correo electrónico:		

Identifique la categoría del acto discriminatorio:

- RAZA       COLOR       PAÍS de ORIGEN       LIMITACIONES con el IDIOMA INGLÉS       EDAD  
 RELIGIÓN       DISCAPACIDAD       SEXO       NIVEL de INGRESOS

*NOTA:* la religión *solo* queda cubierta bajo el programa de Derecho de Vía (Vivienda Justa) del NCDOT y las divisiones de Transporte Público y Aviación.

Identifique la raza del reclamante

- Negro       Blanco       Hispano       Asiático  
 Amerindio       Nativo de Alaska       Isleño del Pacífico       Otro \_\_\_\_\_

Fecha y lugar del supuesto acto discriminatorio. Favor de incluir dos fechas: la más antigua y la más reciente del acto discriminatorio.

Nombres de los individuos responsables del acto discriminatorio:

¿De qué manera fue usted discriminado? Describa la naturaleza del acto, decisión o condiciones del supuesto acto discriminatorio. Explique de la manera más clara posible qué ocurrió y por qué considera que su condición protegida (fundamento) fue un factor en el acto discriminatorio. Incluya cómo otras personas recibieron un trato diferente al suyo. **(De ser necesario, añada más páginas)**

La ley prohíbe actos de intimidación o **represalias** contra cualquier persona que haya actuado o haya participado en una acción para asegurar se respeten los derechos protegidos por estas leyes. Si usted considera que ha sido víctima de represalias o ha sido aislado del acto discriminatorio mencionado arriba, por favor explique las circunstancias en el espacio de abajo. Explique qué acciones tomó usted las cuales considera fueron la causa de las supuestas represalias. **(De ser necesario, añada más páginas)**

Nombres de las personas (testigos, compañeros de trabajo, supervisores u otros) a quienes podemos contactar para obtener información adicional que corrobore o clarifique su reclamo: (De ser necesario, añada más páginas)

<u>Nombre</u>	<u>Dirección</u>	<u>Teléfono</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

FORMULARIO DE RECLAMOS POR DISCRIMINACIÓN

¿Ha presentado o pretende presentar un reclamo relacionado con este asunto ante alguna de las entidades siguientes? De ser así, favor de proporcionar las fechas en las que presentó su reclamo. Marque todas las que apliquen.

- Administración Federal de Carreteras \_\_\_\_\_
- Administración Federal de Transporte Público \_\_\_\_\_
- Administración Federal de Seguridad de Autotransporte \_\_\_\_\_
- Departamento de Transporte de los EE.UU. \_\_\_\_\_
- Corte federal o estatal \_\_\_\_\_
- Otra \_\_\_\_\_

¿Ha hablado sobre su reclamo con algún representante del NCDOT? De ser así, proporcione el nombre, cargo y fecha de la conversación.

Favor de proporcionar cualquier información adicional que usted considere sería útil durante una investigación.

Explique brevemente qué solución o acción espera usted sea tomada como resultado de su reclamo por el supuesto acto discriminatorio.

**\*\*NO PODEMOS ACEPTAR RECLAMOS SIN FIRMA. FAVOR DE FIRMAR Y FECHAR ESTE FORMULARIO AL CALCE.**

\_\_\_\_\_  
**FIRMA DEL RECLAMANTE**

\_\_\_\_\_  
**FECHA**

**ENVÍE POR CORREO ESTE FORMULARIO DE RECLAMOS A:**

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
OFFICE OF CIVIL RIGHTS – EXTERNAL CIVIL RIGHTS  
1511 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1511  
919-508-1808 o sin costo al 800-522-0453

**FOR OFFICE USE ONLY / SOLO PARA USO OFICIAL**

Date Complaint Received: \_\_\_\_\_

Processed by: \_\_\_\_\_

Case #: \_\_\_\_\_

Referred to:  FHWA  FTA  FMCSA

Date Referred: \_\_\_\_\_

### DISCRIMINATION COMPLAINTS LOG

**Log Year(s):**

CASE NO.	COMPLAINANT NAME	RACE/ GENDER	RESPONDENT NAME	BASIS	DATE FILED	DATE RECEIVED	ACTION TAKEN	DATE INVESTIG. COMPLETED	DISPOSITION
		H/F		Disability					

No Complaints or Lawsuits

I certify that to the best of my knowledge, the above described complaints or lawsuits alleging discrimination, or **no complaints or lawsuits** alleging discrimination, have been filed with or against Upper Coastal Plain Rural Planning Organization (UCPRPO) since the previous Title VI Program submission to NCDOT.

\_\_\_\_\_  
Signature of Title VI Coordinator or Other Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title of Authorized Official

**Appendix G**  
**Compliance Review Checklist for FHWA Subrecipients**

General Requirements	Completed
1. A copy of the recipient's signed USDOT Title VI Assurances	<input type="checkbox"/>
2. Title VI Policy Statement (signed)	<input type="checkbox"/>
3. Title VI Notice to Public, including a list of locations where the notice is posted	<input type="checkbox"/>
4. Name and official title of Title VI Coordinator and a list of their Title VI duties	<input type="checkbox"/>
5. Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)	<input type="checkbox"/>
6. Title VI Complaint Form	<input type="checkbox"/>
7. List of Title VI complaints, investigations, or lawsuits (i.e., Title VI Complaint Log)	<input type="checkbox"/>
8. Public Participation Plan, including information about outreach methods to engage traditionally underserved constituencies (e.g., minorities, low-income, disabled), as well as a summary of outreach efforts	<input type="checkbox"/>
9. Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP), based on the DOT LEP Guidance, which requires conducting four-factor analyses	<input type="checkbox"/>
10. A table depicting the membership of any non-elected committees and councils, broken down by race and gender, and a description of the process the RPO uses to encourage minorities and women to participate on such committees	<input type="checkbox"/>
11. A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program	<input type="checkbox"/>
12. Compliance and enforcement procedures to ensure nondiscriminatory administration of programs and services	<input type="checkbox"/>
13. A demographic profile of your planning area that includes identification of the locations of minority, low-income, LEP, and/or other underserved populations	<input type="checkbox"/>
14. Information regarding how consultants and/or subrecipients are monitored for compliance with Title VI	<input type="checkbox"/>
15. Any environmental justice analysis conducted in the past three years and, if necessary, a description of the measures used to address any disproportionately high and adverse impacts to minority or low-income communities	<input type="checkbox"/>
16. Documentation from any Title VI compliance reviews or investigations conducted by any agency other than NCDOT-OCR in the last three years.	<input type="checkbox"/>



FY 2019-2020  
**PLANNING WORK PROGRAM**  
**ANNUAL PROPOSED FUNDING SOURCES TABLE**  
**Upper Coastal Plain Rural Planning Organization**

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS		
		LOCAL 20%	STATE 80%	TOTAL
<b>I. DATA COLLECTION AND ASSESSMENT</b>				
<b>I-1</b>	<b>DATA COLLECTION AND ASSESSMENT</b>	<b>\$ 1,100</b>	<b>\$ 4,400</b>	<b>\$ 5,500</b>
I-1.1	Highway			
I-1.2	Other Modes			
I-1.3	Socioeconomic			
I-1.4	Title VI			
<b>II. TRANSPORTATION PLANNING</b>				
<b>II-1</b>	<b>COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT</b>	<b>\$ 1,640</b>	<b>\$ 6,560</b>	<b>\$ 8,200</b>
II-1.1	Develop CTP Vision			
II-1.2	Conduct CTP Needs Assessment			
II-1.3	Analyze Alternatives and Environmental Screening			
II-1.4	Develop Final Plan			
II-1.5	Adopt Plan			
<b>II-2</b>	<b>PRIORITIZATION</b>	<b>\$ 3,500</b>	<b>\$ 14,000</b>	<b>\$ 17,500</b>
II-2.1	Project Prioritization			
<b>II-3</b>	<b>PROGRAM AND PROJECT DEVELOPMENT</b>	<b>\$ 1,500</b>	<b>\$ 6,000</b>	<b>\$ 7,500</b>
II-3.1	STIP Participation			
II-3.2	Merger / Project Development			
<b>II-4</b>	<b>GENERAL TRANSPORTATION PLANNING</b>	<b>\$ 5,340</b>	<b>\$ 21,360</b>	<b>\$ 26,700</b>
II-4.1	Regional and Statewide Planning			
II-4.2	Special Studies, Projects and Other Trainings			
<b>III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES</b>				
<b>III-1</b>	<b>ADMINISTRATIVE ACTIVITIES</b>	<b>\$ 5,196</b>	<b>\$ 20,784</b>	<b>\$ 25,980</b>
III-1.1	Administrative Documents			
III-1.2	TCC / TAC Work Facilitation; Ethics Compliance			
III-1.3	Program Administration			
<b>IV. DIRECT COSTS</b>				
<b>IV-1</b>	<b>PROGRAMMATIC DIRECT CHARGES</b>	<b>\$ 5,800</b>	<b>\$ 23,200</b>	<b>\$ 29,000</b>
IV-1.1	Program-wide Direct Costs			
<b>IV-2</b>	<b>ADVERTISING</b>	<b>\$ 80</b>	<b>\$ 320</b>	<b>\$ 400</b>
IV-2.1	News Media Ads			
<b>IV-3</b>	<b>LODGING, MEALS, INCIDENTALS</b>	<b>\$ 800</b>	<b>\$ 3,200</b>	<b>\$ 4,000</b>
IV-3.1	Hotel Costs			
IV-3.2	Meal Costs			
IV-3.3	Incidentals			
<b>IV-4</b>	<b>POSTAGE</b>	<b>\$ 30</b>	<b>\$ 120</b>	<b>\$ 150</b>
IV-4.1	Mailings			
<b>IV-5</b>	<b>REGISTRATION / TRAINING</b>	<b>\$ 600</b>	<b>\$ 2,400</b>	<b>\$ 3,000</b>
IV-5.1	Conference Registration			
IV-5.2	Meeting / Workshop / Training Fees			
<b>IV-6</b>	<b>TRAVEL</b>	<b>\$ 1,000</b>	<b>\$ 4,000</b>	<b>\$ 5,000</b>
IV-6.1	Mileage Reimbursement			
IV-6.2	Car Rental Costs			
IV-6.3	Other Travel Expenses			
<b>V. INDIRECT COSTS</b>				
<b>V-1</b>	<b>INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 18-19</b>	<b>\$ 1,424</b>	<b>\$ 5,695</b>	<b>\$ 7,119</b>
V-1.1	Incurred Indirect Costs			
<b>TOTAL</b>		<b>\$ 28,010</b>	<b>\$ 112,039</b>	<b>\$ 140,049</b>

Approved by the TAC on: \_\_\_\_\_20\_\_

\_\_\_\_\_  
Signature, TAC Chairman

\_\_\_\_\_  
Signature, RPO Secretary

**FY 2019-2020**  
**PLANNING WORK PROGRAM**  
**Narrative**  
**Upper Coastal Plain Rural Planning Organization**

**I. DATA COLLECTION AND ASSESSMENT**

**I-1 DATA COLLECTION AND ASSESSMENT** \$ 5,500.00

<b>I-1.1 Highway</b>	Collect centerline data from member Counties to maintain up to date data inventory. Maintain UCPRPO GIS Data Warehouse. Provide traffic counts upon request.
<b>I-1.2 Other Modes</b>	Attend transit agency meetings. Provide/collect information and GIS data as requested from member agencies.
<b>I-1.3 Socioeconomic</b>	Update Socioeconomic and demographic data for all counties.
<b>I-1.4 Title VI</b>	Affirm RPO compliance with Title VI and develop Title VI plan.

**II. TRANSPORTATION PLANNING**

**II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT** \$ 8,200.00

<b>II-1.1 Develop CTP Vision</b>	Meet with members to review current CTP.
<b>II-1.2 Conduct CTP Needs Assessment</b>	Meet with members to determine CTP update needs.
<b>II-1.3 Analyze Alternatives and Environmental Screening</b>	
<b>II-1.4 Develop Final Plan</b>	
<b>II-1.5 Adopt Plan</b>	Aid in adoption of potential CTP updates.

**II-2 PRIORITIZATION** \$ 17,500.00

<b>II-2.1 Project Prioritization</b>	Prepare and present to TCC/TAC spreadsheet of Committed, Carryover, Holding Tank and Deleted projects. Update and maintain interactive online STI Project map. Hold meeting in each county to solicit new projects. Obtain TCC/TAC approval of projects. Gather data for highway projects and enter highway and non-highway projects into SPOT OnLine. Discuss Alternative Criteria rates with other RPO/MPOs and Divisions. Attend SPOT training. Update Local Input Methodology. Carryout steps of Methodology. Post information on website as required by Methodology.
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**II-3 PROGRAM AND PROJECT DEVELOPMENT** \$ 7,500.00

<b>II-3.1 STIP Participation</b>	Review status of projects in STIP, report to TCC/TAC
<b>II-3.2 Merger / Project Development</b>	Attend MERGER meetings as required. Attend officials and public meetings.

**II-4 GENERAL TRANSPORTATION PLANNING** \$ 26,700.00

<b>II-4.1 Regional and Statewide Planning</b>	Attend NCARPO quarterly meetings and MPO conference. Attend Highway US 70 Commission meetings. Attend Hwy 17/64 Association meetings. Stay up to date on Joint Legislative Transportation Oversight Committee meetings and report to Executive Committee and TCC/TAC. Attend and participate in Eastern North Carolina Freight Study. Attend other transportation planning i.e. Smithfield Transportation plan stakeholders, Wilson Bike/Ped Steering Committee, Benson Transportation Plan, JNX Airport Master Plan Steering Committee, Rocky Mount MTP stakeholders meetings...
<b>II-4.2 Special Studies, Projects and Other Trainings</b>	Participate in Statewide Committees i.e. NC Toll Handbook Working Group, NC-TIC, etc. Attend various training events i.e. RPO Training, NC GIS Conference, etc.

**III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES**

**III-1 ADMINISTRATIVE ACTIVITIES** \$ 25,980.00

<b>III-1.1 Administrative Documents</b>	Prepare, obtain approval, and submit PWP and needed amendments. Prepare and submit Quarterly Reports and Final Yearly Narrative. Update MOU or PIP as needed.
<b>III-1.2 TCC / TAC Work Facilitation; Ethics Compliance</b>	Prepare minutes, agendas, materials, speakers, etc. for and hold TCC and TAC meetings. Inform TAC of Ethics information and deadlines. Assist TAC members with Ethics forms.
<b>III-1.3 Program Administration</b>	Providing transportation information and data. Contact NCDOT staff concerning questions from, officials, citizens and TAC /TCC members. Phone calls, emails, etc.

**IV. DIRECT COSTS**

**IV-1 PROGRAMMATIC DIRECT CHARGES** \$ 29,000.00

<b>IV-1.1 Program-wide Direct Costs</b>	Regular costs for operation of the RPO program.
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**IV-2 ADVERTISING** \$ 400.00

<b>IV-2.1 News Media Ads</b>	Advertising costs for Public Hearings, workshops, etc.
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**IV-3 LODGING, MEALS, INCIDENTALS** \$ 4,000.00

<b>IV-3.1 Hotel Costs</b>	Costs for overnight stays at NCARPO quarterly meetings, NCAMPO Conference and NADO Rural Transportation Conference.
<b>IV-3.2 Meal Costs</b>	Meal Costs while on overnight or extended travel
<b>IV-3.3 Incidentals</b>	Hotel parking, tips

**IV-4 POSTAGE** \$ 150.00

<b>IV-4.1 Mailings</b>	Costs for mailing RPO projects (surveys, notices, etc.)
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**IV-5 REGISTRATION / TRAINING** \$ 3,000.00

<b>IV-5.1 Conference Registration</b>	Registration fees for NCAMPO Conference and other pertinent planning conferences.
<b>IV-5.2 Meeting / Workshop / Training Fees</b>	Various training classes and events approved by NCDOT TPD. i.e. NC GIS Conference, NC URISA Conference, GIS classes

**IV-6 TRAVEL** \$ 5,000.00

<b>IV-6.1 Mileage Reimbursement</b>	Reimbursement for total miles traveled
<b>IV-6.2 Car Rental Costs</b>	Car Rental Costs
<b>IV-6.3 Other Travel Expenses</b>	Parking fee, other

**V. INDIRECT COSTS**

**V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 18-19** \$ 7,119.00

<b>V-1.1 Incurred Indirect Costs</b>	Indirect costs incurred for the RPO Program charged by Nash County.
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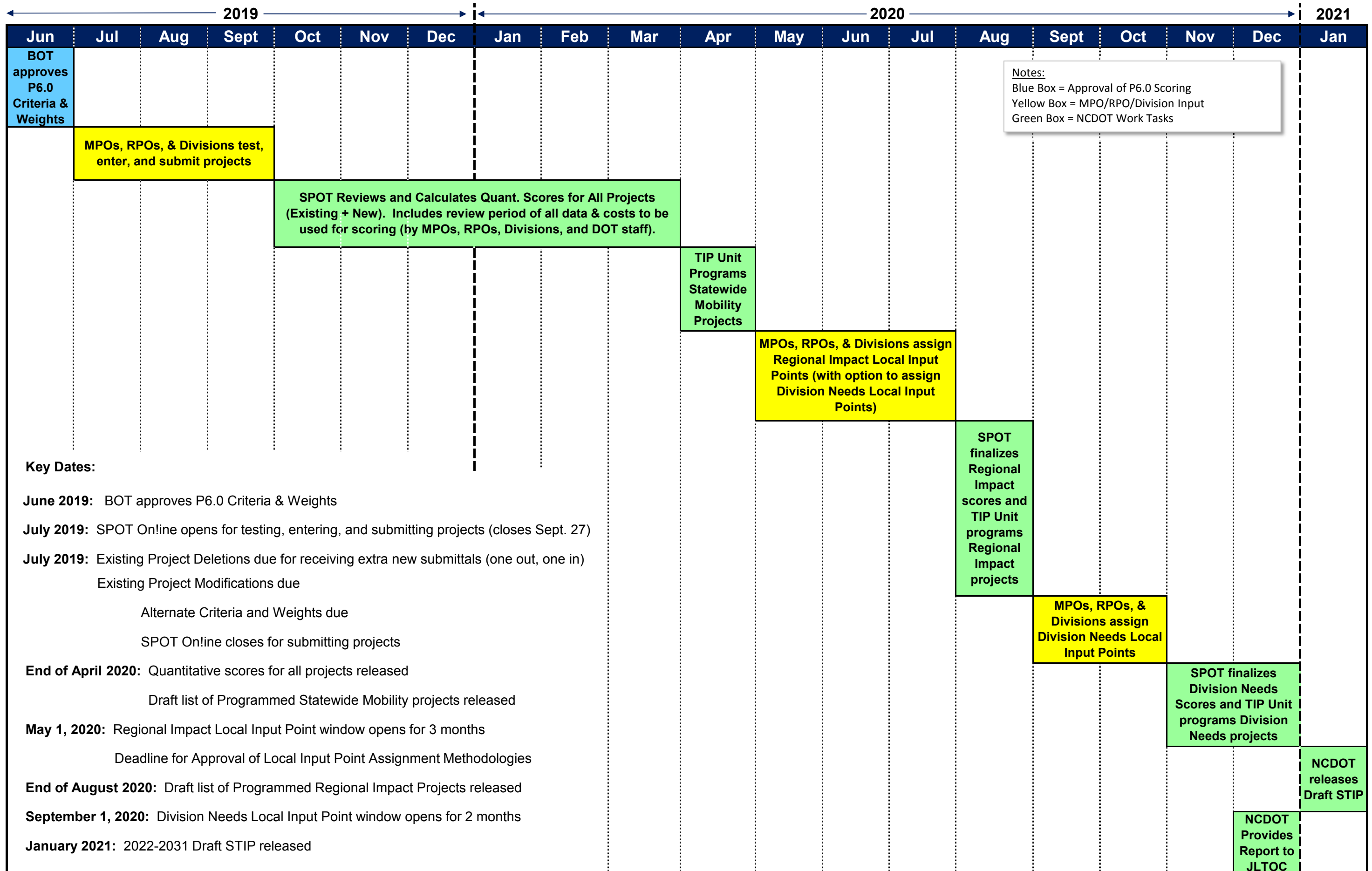
**TOTAL** \$ 140,049.00

# CHANGES BETWEEN THE DRAFT STIP 20-29 AND LIVE STIP

## UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

PROJECT	COUNTY	ROUTE/CITY	DESCRIPTION	COMMENTS
I-5986	CUMBERLAND HARNETT JOHNSTON	I-95	I-95 BUSINESS/US 301 (EXIT 56) TO I-40 (EXIT 81). WIDEN TO EIGHT LANES.	SEGMENT C: BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH CONSTRUCTION IN FY 20.
I-6061	JOHNSTON	I-95	SR 1003 (BROGDEN ROAD). IMPROVE INTERCHANGE.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 26 AND CONSTRUCTION IN FY 28.
I-6062	JOHNSTON	I-95	SR 2339 (BAGLEY ROAD). IMPROVE INTERCHANGE.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 26 AND CONSTRUCTION IN FY 28.
R-5761	JOHNSTON	NC 242	SR 1168 (TARHEEL ROAD) TO I-40. WIDEN ROADWAY.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 27 AND CONSTRUCTION IN FY 29.
R-5829	WAYNE JOHNSTON	US 70	US 70 BYPASS TO EAST OF SR 2314 (PONDFIELD ROAD). UPGRADE TO FREEWAY STANDARDS.	SEGMENT A: CONTRACT METHOD CHANGED FROM DESIGN BUILD TO DESIGN BID BUILD. RIGHT OF WAY REMAINS IN FY 23. CONSTRUCTION CHANGED FROM FY 23 TO FY 25.
R-5949	EDGECOMBE	US 258	SR 1601 (COLONIAL ROAD) TO US 64. WIDEN ROADWAY.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 26 AND CONSTRUCTION IN FY 28.
R-5950	JOHNSTON	SR 1501 (SWIFT CREEK ROAD)	AIRPORT INDUSTRIAL DRIVE TO DRIVEWAY JUST NORTH OF JOHNSTON COUNTY AIRPORT. WIDEN ROADWAY.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 26 AND CONSTRUCTION IN FY 28.
U-4424	EDGECOMBE	NC 111 (WILSON STREET)	US 64 ALTERNATE (WESTERN BOULEVARD) TO NC 122 (MCNAIR ROAD). WIDEN TO THREE LANES.	RIGHT OF WAY ACCELERATED FROM FY 24 TO FY 19 AND CONSTRUCTION FROM FY 26 TO FY 21 DUE TO UTILIZATION OF BUILD NC BONDS.
U-6000	WILSON	NC 58	NC 42/SR 1516 (WARD BOULEVARD) TO SR 1165 (FOREST HILLS ROAD). WIDEN TO MULTI-LANES.	BASED ON RESULTS OF P5.0, PROJECT DID NOT SCORE HIGH ENOUGH TO RECEIVE FUNDING.
U-6111	WILSON	NC 58 (NASH STREET NW)	SR 1330 (AIRPORT ROAD)/SR 1332 (LAKE WILSON ROAD). IMPROVE INTERSECTION.	BASED ON RESULTS OF P5.0, NEW PROJECT ADDED WITH RIGHT OF WAY IN FY 25 AND CONSTRUCTION IN FY 27.

# Prioritization 6.0 Schedule



## UCPRPO POTENTIAL PROJECT P6 LIST - DRAFT 03/07/19

Route	TIP	Project Category	From / Cross Street	To	Description	Specific Improvement Type	Cost to NCDOT	County(s)	Source
Alt 64 (Western Blvd)		Regional Impact	US 64/I-87	Howard Ave	Widen highway, improve intersections, and pedestrian facilities	1 - Widen Existing Roadway		Edgecombe	Town of Tarboro (via CB Brown 1/18/19)
NC 210		Regional Impact	To be determined		Widen highway. To be determined	1 - Widen Existing Roadway		Johnston	Johnston (via Durwood Stephenson email 7/17/18)
Market Center Dr		Division Needs	W St James St	US 258	New Route connecting W St James St to US 258 along Market Centre Dr	2- New Route		Edgecombe	Ms. Moore/Craig Midgett letter 1/2019 - Edgecombe and Tarboro Letter
I-95 (Exit 107)		Statewide	US 301 ( S Church St)		Upgrade Interchange for I-95 widening and provide access to NC 222 (W 2nd St)	Improve Interchange		Johnston	Richard Durham phone call (Kenly) 1/29/19
I-87, US 64		Statewide	Nash/Wake Co	Egecombe/Martin Co	Upgrade to Interstate Standards	Modernization		Nash/Edgecombe	Legislation
Black Creek Sidewalk		Division Needs	Lee Woodard Elementary School	Family Dollar	Black Creek Sidewalk project to connect existing sidewalk at Lee Woodard Elementary School to the new Family Dollar.	Bike/Ped		Wilson	Town of Black Creek - 2/1/19 email - Ellen Dawson
Commuter Rail - Smithfield/Selma to Raleigh		Statewide	Selma/Smithfield	Raleigh	Create commuter rail service from Selma/Smithfield to Raleigh Union Station	Rail		Johnston/Wake	Triangle East Chamber of Commerce
Replace Carolinian Equipment		Statewide	Carolina	New York	Replace locomotive and rail cars for Carolinian running from North Carolina to New York	Rail	\$89,000,000.00	Various	NCDOT Rail