

ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

TITLE VI PROGRAM ANNUAL GOALS AND ACCOMPLISHMENTS REPORT



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INTRODUCTION

NONDISCRIMINATION POLICY STATEMENT

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

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

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

PURPOSE OF THE ANNUAL TITLE VI REVIEW

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

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

GOALS AND PROGRESS FOR FFY24

PROVIDE TITLE VI & ADA TRAINING OPPORTUNITIES

FFY2024 GOAL: TRAINING OPPORTUNITIES

The following training opportunities were provided to DOT&PF staff both in person and virtually in FFY24:

- FHWA Civil Rights Title VI Training
- During this period, the Federal Highway Administration (FHWA) has provided numerous training opportunities. These opportunities have been essential for ensuring compliance with Title VI of the Civil Rights Act of 1964 and its related provisions.
 - During the training, we covered the following specific topics:
 - Identifying key equity elements in EO 13985 and how they relate to Title VI Nondiscrimination.
 - Discussing the background and key aspects of Title VI/Nondiscrimination Program statutes and authorities.
 - Examining the importance of nondiscrimination in the Federal-aid Highway Program.
 - Explaining the roles and responsibilities of DOT&PF, leadership at DOT&PF, subrecipients, USDOT, and FHWA.
 - Recognizing the importance of a Multidisciplinary Approach and how effective implementation can occur within a multidisciplinary framework.
 - Reviewing Title VI/Nondiscrimination considerations in the respective major program areas.
- FHWA Title VI Peer to Peer Idaho, Alaska, Arizona, Texas
 - The training took place in Boise, Idaho, from July 29 to August 2, 2024, and was hosted by the FHWA and the Idaho Department of Transportation (DOT). This peer exchange offered valuable information for the Civil Rights Office and included training sessions from the FHWA Resource Center. The following topics were discussed:
 - Overview of DOT / Civil Rights Organizational Structure
 - ADA Transition Plans
 - Planning & Civil Rights - How do the two work together to address compliance?
 - Roles & Responsibilities pertaining to ADA - Internal & External, Programmatic & Project
 - Contractor Compliance Overview - Programmatic vs Project Reviews, Employee Interviews, etc.

- DBE Final Rule Update
 - DBE Good Faith Efforts and DBE Compliance
 - Enforcement and Sanctions for Non-Compliance
 - Title VI Internal/External Program & Reviews - Including Limited English Proficiency & Environmental Justice
 - Education, Training, and Outreach mechanisms pertaining to Civil Rights obligations and increased DBE participation
- Title VI Program Update Meeting for Title VI Liaisons.
- This teleconference provided updates on the Title VI Program to all Title VI Liaisons, including requesting input to planned changes to the Title VI Review Process.
- FFY2023 Title VI training at Central Region Spring Fling and Northern Region Construction Kick-off was done in person and was presented by the Alaska DOT&PF. Southcoast Region construction fair was cancelled in FFY24.

The following training opportunities were disseminated to the appropriate program areas by the Title VI Specialist:

Training Title / Description	Dates	Presented By
Title VI Online/In Person Training		
Title VI and Equity: Best Practices and Strategies for Implementation	10/23/2023	WSP and Title VI Specialist
Alaska DOT&PF Virtual Environmental Summit	10/25/2023	Alaska DOT&PF
FHWA Title VI Training	11/07/2023	FHWA
NEPA/ROW Integration Workshop	11/14/2023	FHWA & Alaska DOT&PF
Betty Davis East High Diversity Event	12/09/2023	Alaska DOT&PF CRO
MLK Day of Solidarity Cultural Event	01/15/2024	Alaska DOT&PF CRO

Mat-Su Transportation Fair	14/25/2024	Alaska DOT&PF CRO
9 th Annual Alaska Black Business Expo & Summit	02/03/2024	Title VI Specialist, Robespierre Howard
Betty Davis African American Summit	02/10/2024	Alaska DOT&PF CRO
Juneau BIPOC Business Expo	02/17/2024	Title VI Specialist, Robespierre Howard
DOT&PF Complete Streets Policy workshop	03/04/2024	Alaska DOT&PF
Central Region Spring Fling 2024	03/19-20/2024	Title VI Specialist, Robespierre Howard
Equity in Roadway Safety	03/27/2024	FHWA
FHWA HCR Review/Visit	04/09-11/2024	FHWA
Northern Region Spring Fling	04/17/2024	Alaska DOT&PF CRO
2024 National ADA Symposium	05/06-08/2024	The Great Plains ADA Center and ADA National Network
Idaho, Alaska, Arizona, Texas Peer Exchange 2024	07/29/2024 – 08/02/2024	FHWA

FFY2025Goal: The Title VI Specialist will continue to communicate with all Title VI Liaisons to ensure sections within the DOT&PF are informed on all Title VI program updates and to ensure that training material is disseminated to management and staff.

FFY2025 Goal: The Title VI Specialist will continue developing Title VI and ADA training for all DOT&PF staff.

FFY2025 Goal: The Title VI Specialist will work with a network of community organizations to provide more public outreach from the DOT&PF to keep communities engaged in public involvement and informed about current transportation projects. In addition, the Title VI Specialist will continue participating with the Federation of Community Councils to engage community leaders and inform them about transportation plans or community concerns related to Alaska DOT&PF or its stakeholders. In turn, this will promote transparency while reducing adverse impacts on transportation projects.

FFY2025 Goal: The Title VI Specialist will continue working to ensure the fair treatment and the essential involvement of all people, regardless of race, color, age, sex, income, or national origin, in implementing, participating, or being affected by DOT&PF's programs, services, and activities.

FFY2025 Goal: The Title VI Specialist will continue to monitor and update changes as needed to the Civil Right Office [Title VI](#) and [ADA](#) web pages.

In FFY2024, the Title VI Specialist made the following updates:

- Revised the Title VI and ADA language and fixed broken links on the Title VI and ADA webpage.
- Updated the Title VI and ADA training materials for Title VI Liaisons and other stakeholders.
- Refreshed reports to reflect the most current information available on the Title VI and ADA CRO webpage.

The Title VI Specialist will continue monitoring and updating the Title VI webpage to identify and update necessary changes to ensure accurate and current information.

FFY2025 Goal: The Title VI Specialist will look for new technologies to interface with the Title VI and ADA websites to be accessible to all users and comply with Section 508 Amendment to the Rehabilitation Act of 1973. The Title VI Specialist will also update the website's new training materials for Title VI and ADA training.

PROVIDE DEMOGRAPHIC TOOLS

In FFY2024, the CRO's current ADA Curb Ramp Inventory Project encompasses curb ramps, walkways, utility features, driveways, pedestrian signals, crosswalks, and vertical obstacles. This information is accessible to offices statewide. Project updates and demographic data will be refreshed as projects are completed.

In addition to the ADA curb ramp inventory, the CRO has engaged in further outreach with Regional Environmental Managers and Research Analysts to collect accurate and unbiased demographic data. The data sources include the Division of Community and Regional Affairs (DCRA), Census data, the American Community Survey (ACS), and My Tribal Area Maps.

Additional training will be provided to the sections responsible for gathering and storing demographic data.

FFY2025 Goal: Continue to monitor the state's demographic data using established sources and innovative strategies, tools, and technologies.

FFY2025 Goal: The Title VI Specialist will continue collecting data and developing user-friendly interactive demographic maps using ArcGIS Pro9, Survey123, and Field Maps for the DOT&PF CRO website.

INCREASE LEP & TITLE VI OUTREACH

FFY2024 GOAL: LIMITED ENGLISH PROFICIENCY

In FFY2024, Alaska DOT&PF continued its outreach to traditionally underrepresented populations in various ways, including fostering communications to ensure that tribal organizations and communities are aware of services provided to their communities. In addition, services provided are listed on the DOT&PF website to coordinate with tribes on transportation funding opportunities.

FFY2025 Goal: The Title VI Specialist will look to expand outreach services to mitigate barriers for Title VI, ADA, and LEP individuals.

EXPLORE ALTERNATIVES TO TRADITIONAL MEDIA DISSEMINATION

FFY2024 GOAL: ENSURING ACCESS IN NEW TECHNOLOGIES

DOT&PF actively embraces social media and online meeting platforms to disseminate information more effectively and engage new stakeholders. In addition, by holding public meetings in person and virtually, DOT&PF can reach more audiences than those who typically attend in-person meetings.

Social media is continuously used to circulate project information and provide instant updates on roadway conditions across the State. Posting and mailing event invitations virtually and physically using Microsoft Teams, WebEx, Skype, emails, Facebook Live, X, and Zoom have been beneficial in reaching the community.

The DOT&PF also conducts Virtual Transportation Fairs for communities, allowing individuals to collectively address public concerns and conveniently provide comments or questions concerning public transportation projects. This convenience is a key aspect of our commitment to engaging with the community.

DOT&PF uses the Web Content Accessibility Guidelines (WCAG) 2.1, Level AA, as our web content guide. Microsoft Teams, Facebook Live, Zoom and WebEx are commonly used in all regions, increasing public participation access for users unable to attend in-person meetings. However, we recognize that many in rural areas do not have reliable and accessible internet

access. To ensure equitable access, we continue to use more traditional methods, such as physical mailings, local community meetings, and phone calls, alongside our digital platforms. We are committed to providing diverse engagement methods to reach all stakeholders.

FFY2025 Goal: Review and update the WCAG 2.1 AA standards to WCAG 2.2 AA, if applicable. Enhance the availability of digital accessibility and assistive technology, ensuring future ADA compliance to promote inclusivity for all users.

HOLD ACCESSIBLE MEETINGS

FFY2024 GOALS: ENSURING ACCESS IN NEW TECHNOLOGIES; LIMITED ENGLISH PROFICIENCY

Meetings were held in person and virtually across all three regions. Virtual meetings, especially, allow a wider audience to engage in the transportation decision-making process. The DOT&PF organizes these meetings and adheres to the requirements of the Section 508 Amendment to the Rehabilitation Act of 1973.

No requests were received for translation services in FFY2024.

INCORPORATE TITLE VI ELEMENTS INTO PROGRAMS AND MANUALS

FFY2024 GOALS: REVIEW PROGRAMS, MANUALS AND PUBLIC NOTICES ACCORDINGLY

The Title VI Specialist reviewed the departmental web pages and public documents to ensure that all materials included the appropriate Title VI language. Additionally, the Specialist evaluated public involvement plans to confirm they incorporated updates to Title VI language. During FFY2024, the Specialist identified several public documents missing a nondiscrimination disclaimer. The Specialist also noted that the Partners in Safety Community Survey needed to be translated into additional languages for the public. The Title VI Specialist regularly collaborates with the Web Master to update Title VI contact information and language on the DOT&PF web pages.

FFY2025 Goal: The Title VI Specialist will regularly monitor public documents for the nondiscrimination disclaimer and accessible color contrast. Continue to develop training on Title VI and the ADA, and keep manuals updated with the latest regulations. The Specialist will also work with regional liaisons to support Title VI implementation across program areas.

PROGRAM REVIEW OUTCOMES

Program Area	Outcome	Description	Planned Response
FAST Planning	No deficiencies were found during this reporting period. (FFY2024)	Fairbanks Area Surface Transportation Planning (FAST) Planning works with the Title VI Liaison and has taken several steps to implement its Title VI program and develop a new Title VI Plan. In addition, it has presented innovative and creative ways to engage with public outreach and input by updating its web page to include a more interactive and up-to-date platform for public and transportation events, projects, and traffic patterns. The information from the review showed no discriminatory action within this section.	<p>The Title VI Specialist has reviewed the new Title VI Plan for FAST Planning and the FAST-Planning Meeting Calendar distributed to the public. The Title VI Specialist will continue to provide virtual training and assistance to FAST Planning in FFY2024.</p> <p>FFY2025 Goal: Programs and Manuals & Title VI training.</p>
M&O	No deficiencies were found during this reporting period. (FFY2024)	<p>Maintenance and Operations (M&O) operates within the scope of work outlined in the DOT&PF roadway structures. Work completed by M&O goes through a process and receives information from the public on locations for the services provided by DOT&PF.</p> <p>M&O responds to public needs on an on-call basis without discrimination. Therefore, calls or inquiries from the public will be addressed at priority levels</p>	<p>The Title VI Specialist will continue to forward Title VI and ADA training that will be given to Title VI Liaisons.</p> <p>FFY2025 Goal: Liaison Development</p>

		<p>based on Statewide Road priorities. Each maintenance district clears roads beginning with the ones of highest priority within their community. The review of this section showed no discriminatory action.</p>	
<p>Planning</p>	<p>No deficiencies were found during this reporting period. (FFY2024)</p>	<p>The Planning section coordinates with Program Development to ensure that all mailing and email lists are up to date when conducting and planning outreach and public meetings.</p> <p>The Title VI Specialist worked with the Title VI Liaisons on DOT&PF's public outreach, demographic data collections, and public engagement. As a result, the Title VI Specialist identified that demographic data collection proves complicated because it is voluntary disclosure. However, voluntary data will be analyzed for compliance at all virtual and general meetings. In addition, planning will continue encouraging the disadvantaged population to participate in transportation planning to ensure transparency, safety, and enhanced access and mobility. Finally, the Planning section gathers this information when projects are</p>	<p>Through different outreach applications, the Title VI Specialist will continue to provide virtual training and assistance to Planning and Program Development personnel to continue Title VI compliance.</p> <p>FFY2025 Goal: Training; Liaison Development</p>

		being developed as it is their responsibility to know the community where the project will take place. The review of this section showed no discriminatory action.	
ROW	No deficiencies were found during this reporting period. (FFY2024)	<p>The Right of Way (ROW) team interacts with various communities across Alaska and frequently engages with diverse populations due to the nature of their work. Recently, the Title VI Specialist provided online training and resources to Title VI Liaisons regarding updates on Title VI. As a result, both the Title VI Specialist and the Liaisons are in the process of updating the current demographic survey and developing a potential statewide demographic survey. This new survey will supply valuable data for ROW personnel when conducting business, whether through mail, email, or in-person meetings.</p> <p>Additionally, by reviewing ROW documents alongside ROW personnel, the Title VI Specialist and Liaisons have determined that a single survey for collecting demographic data within this program process will be more effective when included in an after-acquisition or relocation package. Finally, the review</p>	<p>With guidance from the FHWA and collaboration with the ROW Chiefs, this program has established a streamlined and uniform process for collecting demographic data. This process is designed to comply with state and federal laws, regulations, and reporting requirements. Furthermore, the Title VI Specialist and regional liaisons have identified several challenges related to property management. These challenges include ensuring compliance with right-of-way uses, regulating outdoor advertising, issuing permits or leases, and handling the sale or transfer of real estate. They are also exploring innovative methods to enhance the collection of demographic data in ROW operations.</p> <p>FFY2025 Goal: Expand Demographic Data Collection /Title VI training</p>

		process has indicated that there are no areas of discriminatory practices present.	
AMATS	No deficiencies were found during this reporting period. (FFY2024)	<p>The Anchorage Metropolitan Area Transportation Solutions (AMATS) engages with the public within the Municipality of Anchorage and oversees the Metropolitan Transportation Planning process to address transportation needs and inform the public about changes in transportation.</p> <p>In FFY2024, the Title VI Specialist conducted a standard review of the AMATS Program. The review revealed that AMATS employs various methods to engage the public, share information, gather demographic data, and conduct outreach for public input on all projects and operations. Currently, AMATS is in the final phase of updating its Title VI Plan from 2012 to 2025. The review of this section found no instances of discriminatory action.</p>	<p>The Title VI Specialist and Title VI Liaison will work together to update AMATS Title VI and LEP Plan.</p> <p>FFY2025Goal: Liaison Development; Training/Manual review</p>
AMHS	No deficiencies were found during this reporting period. (FFY2024)	The Title VI Liaison for the Alaska Marine Highway System (AMHS) is up to date on all matters related to Title VI. During this reporting period, the Equity Review was successfully completed. This	As AMHS has rotational employees and customers, the Title VI Specialist and the Title VI Liaison will have specific training to address Title VI and ADA complaints.

		review helped identify any potential discrimination concerning Title VI and ADA laws. AMHS also received updated training materials on Title VI regulations and ADA compliance. The Title VI Specialist and the Title VI Liaison collaborated with staff to ensure a clear understanding of both Title VI and ADA requirements. The review of this section showed no instances of discriminatory action.	FFY2025 Goal: Training/ Data collection
Construction	No deficiencies were found during this reporting period. (FFY2024)	Construction evaluates the State's infrastructure needs, and projects are planned with the help of stakeholders and the public. The Title VI Specialist will continually review contracts for Title VI assurances throughout each region. In addition, the Title VI Specialist and the Title VI Liaisons will collaborate to ensure that training material is available for contractors and that the public is informed about traffic closures, detours, and construction through interactive maps and the Statewide Dashboard through ArcGIS. The review of this section showed no discriminatory action.	The Title VI Specialist and Title VI Liaisons will work with construction personnel on Title VI and ADA training, new Federal requirements and ways to ensure equity throughout the construction departments and documents. FFY2025 Goal: Training & Implementation
Contracting	No deficiencies	The Title VI Specialist and Title VI Liaisons will review	In FFY2024, the Title VI Specialist work with FHWA

	<p>were found during this reporting period. (FFY2024)</p>	<p>and ensure that the Title VI policy language complies with all contracting documents per State and Federal Laws. In addition, the Title VI Liaisons worked closely with construction to ensure that contract language and construction policies and procedures are in compliance with Title VI. The review of this section showed no discriminatory action.</p>	<p>on providing additional training on Title VI compliance and the application of Title VI within the operations of the contracting department.</p> <p>FFY2025 Goal: Training & Title VI Implementation</p>
SEF	<p>No deficiencies were found during this reporting period. (FFY2024)</p>	<p>The State Equipment Fleet (SEF) is responsible for identifying vehicles and equipment requiring preventive maintenance and maintaining an inventory of State vehicles. It's important to note that the SEF does not engage directly with the public. However, Title VI and the ADA apply to both stakeholders and personnel of the DOT&PF.</p> <p>During this reporting period, the Title VI Specialist conducted a comprehensive review of the SEF for FFY2024 as outlined in the Title VI Plan. The Specialist will continue to provide ongoing training for all Title VI Liaisons to ensure they fully understand Title VI and ADA laws and their importance to this program area. The review confirmed</p>	<p>In FFY 2024, the Title VI Specialist reviewed the SEF program for compliance with Title VI. Additionally, the Title VI Liaison will participate in training developed by the Title VI Specialist.</p> <p>FFY2025 Goal: Training</p>

		that there are no instances of discriminatory practices.	
PD&E	No deficiencies were found during this reporting period. (FFY2024)	<p>The Preliminary Design and Environmental (PD&E) Title VI Liaisons in the Northern, Central, and South Coast Regions assess the social, economic, and environmental impacts of proposed transportation projects. Their goal is to ensure that these projects comply with legal standards and meet the community's needs, particularly in accordance with Title VI of the Civil Rights Act of 1964 and Executive Order 12898. They are responsible for developing projects that align with applicable federal, state, and local laws, regulations, policies, and procedures.</p> <p>The Title VI Specialist and the Title VI Liaisons have participated in virtual and in-person training sessions organized by the DOT&PF and the FHWA. They have also attended webinars facilitated by the Title VI Specialist and the National Highway Institute. The resources provided during this training have empowered them to collect demographic data accurately and improve public</p>	<p>In FFY2024, the Title VI Liaisons and the Title VI Specialist continued to work with regional Public Information Officers (PIO) to expand and create alternate options for outreach for public participation.</p> <p>FFY2025 Goal: Training/ Public outreach</p>

		outreach and equity engagement across all regions.	
Research	No deficiencies were found during this reporting period. (FFY2024)	The Title VI Specialist coordinates with the Title VI Liaison to organize and disseminate current training material from The Research Development and Technology Transfer (RD&T2) section, the National Highway Institute (NHI), and other DOT&PF training resources. The review of this section showed no discriminatory action.	In FFY2024, the Title VI Liaisons and the Title VI Specialist worked with FHWA for additional Title VI training. FFY2023 Goal: Training & development of Research projects pertaining to Title VI

COMPLAINTS

At the conclusion of this reporting period, no ongoing Title VI or ADA complaints were filed with the DOT&PF CRO. However, the CRO Title VI Specialist has resolved unofficial complaints before an official complaint was filed in FFY2024.

GOALS FOR FFY2024

TRAINING

Develop training modules on Title VI and ADA for DOT&PF staff. Planned training topics include:

- DOT&PF Title VI Program
- Title VI Compliance Overview Training
- Environmental Justice
- Demographic Data Gathering
- Holding Accessible Meetings
- Maintaining Accessible Rights of Way
- ADA
- Inclusive Customer Service
- Develop Interactive Demographic Map for Title VI Purposes
- On-Boarding for New Title VI Liaisons
- Web-Site Development/Online Access

- Title VI, LEP, EJ, and ADA Outreach (NR, CR, SR)
- In-Depth Program Reviews
- Active Public Transparency and Outreach

ENSURING ACCESS IN NEW TECHNOLOGIES AND WEBSITE DEVELOPMENT

New technologies offer greater opportunities to reach traditionally underrepresented populations, but they also present challenges for users with disabilities. Access will be an ongoing task, as program areas frequently update their elements. The Title VI Specialist will collaborate with these program areas to ensure that new features are accessible to everyone.

Additionally, the Title VI Specialist will conduct audits of websites for ongoing projects to ensure compliance with Sections 504 and 508 of the Rehabilitation Act of 1973. If elements fail to meet accessibility needs, the Title VI Specialist will work with program areas to provide equivalent alternatives.

The Title VI Specialist will also continue to enhance the CRO website by updating it with information on Title VI and ADA training, revised regulations for ADA and Title VI, accessibility of pedestrian facilities under the ADA, resources for Limited English Proficiency (LEP), and U.S. Census data.

EXPAND DEMOGRAPHIC DATA COLLECTION

Sections within the DOT&PF face challenges in collecting demographic data for various program areas because disclosing this information is voluntary. This lack of data hinders the Title VI Specialist's ability to identify and address patterns of discrimination in programs and services. To improve this situation, the Title VI Specialist will work closely with program areas to ensure that self-reported demographic data is gathered in critical program areas.

The Title VI Specialist will also explore the possibility of collecting demographic data through surveys, such as publicinput.com, during virtual public meetings, open houses, after-acquisition surveys, and on project websites as our public participation efforts become increasingly digital. Additionally, as meetings and presentations transition to virtual formats, the Title VI Specialist will continue collaborating with departments to obtain demographic data at DOT&PF-sponsored events.

FFY2025 Goal: Enhance the processes for collecting demographic data and explore new technologies for data collection.

LIAISON DEVELOPMENT

The Title VI Specialist collaborates with Title VI Liaisons to ensure they understand their responsibilities and the onboarding process related to Title VI requirements in each section. The Specialist is also responsible for supporting program Title VI Liaisons within the DOT&PF by offering Title VI and ADA training, virtually or in person. The development of Title VI Liaisons involves training sessions with the Title VI Specialist and resources from other DOT&PF technical staff and federal partners.

FFY2025 Goal: On-boarding training for new Title VI Liaisons.

LIMITED ENGLISH PROFICIENCY (LEP)

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

- An updated Four-Factor Analysis using 2020 Census and 2009-2023 American Community Survey Data
- A list of translation service resources for DOT&PF staff.
- Updating the LEP maps which will allow DOT&PF staff to determine potential LEP considerations in a project area.
- Establish Title VI Community Stakeholders Outreach Committee.

PROGRAMS AND MANUALS

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

PROGRAM REVIEW

INDIVIDUAL PROGRAM REVIEW – SEF

In FFY2024, the Title VI Specialist selected one program area for an in-depth review of Title VI compliance, specifically focusing on the State Equipment Fleet (SEF).

The Title VI Liaison submitted an additional information request questionnaire during the review process. Additionally, the Title VI Specialist collaborated with the Title VI Liaison to clarify Title VI requirements and outline the responsibilities of the Liaison.

The discussions covered several important areas, including Title VI grievance and complaint procedures, accessibility and equitable distribution of resources in rural areas, equitable contracting opportunities, maintenance and repair issues, environmental impacts on projects, outreach efforts, Title VI laws, Title VI training, and a comprehensive overview of how to implement Title VI within the program.

The report generated from these detailed program reviews is available in Appendix A.

FFY2025 Goal: Selection of new program to conduct in-depth program review.

PROGRAM AREA REVIEWS

ALASKA MARINE HIGHWAY

PUBLIC MEETINGS

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

PUBLIC PARTICIPATION

AMHS held a series of community meetings, listening sessions, and teleconferences in various locations across the service area, including low-income and minority communities, throughout the summer of 2023 and 2024 in order to seek feedback on the ferry schedule proposed by AMHS. Communities and interested people can review and comment on the proposed Winter and Summer schedule through January 25 - February 1, 2025. In addition, public notices were sent using multiple media forms, including local public radio, in order to reach specific geographical areas.

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

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

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

<https://publicinput.com/Y0711>

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

[Summer-Public-Comments.pdf](#)

[Winter-Public-Comments.pdf](#)

INCORPORATION OF TITLE VI ELEMENTS

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

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

EQUITABLE PROVISION OF SERVICES AND FACILITIES

No concerns were raised during the bi-annual meetings regarding inequitable treatment of rural, minority, or low-income communities. However, concerns were expressed about the Americans with Disabilities Act (ADA) and the Tustumena Replacement Project. It was noted that the Tustumena Replacement Vessel will be equipped with ADA-compliant accommodations. These accommodations will include staterooms, bathroom facilities within the staterooms, public restrooms, and both interior and exterior public spaces.

Additional features of the vessel include:

- Certification from the US Coast Guard (USCG) and the American Bureau of Shipping (ABS) - Ocean Certified
- Overnight accommodations for 250 passengers
- An 80,000 lb. capacity vehicle elevator, measuring 52 feet long by 17 feet wide
- Draft limitations due to the operating environment
- Freeboard limitations due to dock heights in the communities it serves
- Stabilizer fins
- Two large bow thrusters, each with 850 kW of power

ADDRESSING PUBLIC CONCERNS

AMHS collects comments through various channels, including email, mail, phone (including TTY), public meetings, and onboard comment cards. Upon receiving comments, AMHS either follows up with questions or confirms the comments recorded. All feedback is taken into account during the decision-making process. While no comments have been received in languages other than English, AMHS recognizes its responsibility to accommodate LEP users and will translate comments and responses as necessary.

PROGRAM MANUALS AND DIRECTIVES

No current updates.

TRAINING

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

COMPLAINTS

No Civil Rights Complaints were received by the AMHS in FFY2024.

CONSTRUCTION

PUBLIC MEETINGS

During FFY2024, the Construction team held both in-person and virtual public meetings, complemented by an increased use of social media strategies to engage new audiences. At all public meetings and open houses, attendees could provide demographic data through self-identification, and this information was effectively tracked and collected. The Title VI Specialist will collaborate with the Construction team and other program areas to develop effective methods for tracking demographic data.

The DOT&PF continued to conduct hybrid meetings on accessible digital platforms and included information on accommodation requests in promotional materials. As we move toward adopting non-traditional methods of information dissemination, it is essential that new tools for conveying information, such as interactive exhibits, are accessible to everyone, regardless of their abilities. The Title VI Specialist plans to hold hybrid meetings that are accessible, which is documented as a goal under FFY2025. Apex Project information for all regions 2024:

[APEX - Alaska Project Exchange Mapper](#)

Updates on Northern Region Construction as of 2024 can be found on the following websites:

[Northern Region CY24 Map Fairbanks 20240405.pdf](#)

[Northern Region CY24 Map Rural 20240410.pdf](#)

[Northern Region Projects](#)

Updates on Central Region Construction as of 2024 can be found on the following websites:

[Central Region CY24 Map 8.5x11](#)

[20240412 Anchorage CY24 Map 8.5x11](#)

[20240412 MatSu CY24 Map 8.5x11](#)

[Central Region Projects](#)

Updates on Southcoast Region Construction as of 2024 can be found on the following websites:

[Southcoast Region Projects](#)

[development-map.pdf](#)

PUBLIC PARTICIPATION

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

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

ADDRESSING PUBLIC CONCERNS

Construction offers several ways for the public to submit comments on ongoing projects, including mail, email, phone, project websites, field offices, and local representatives.

Comments are directed to the project's construction manager, who responds as they are received. Some comments may require further discussion among project staff and could escalate through the supervisory chain until an appropriate response is formulated. While prompt responses to public comments are encouraged, the time it takes to respond can vary based on the complexity of the inquiry.

All regions can accept and respond to comments in any language, although all comments received in FFY2024 were submitted in English.

PROGRAM MANUALS AND DIRECTIVES

Currently, there are no program manuals under review for Construction. However, the Title VI Specialist works with Statewide Construction Managers to improve transportation accessibility.

The United States Department of Transportation (USDOT) has issued a final rule to enhance accessibility for transit users by providing clear and uniform standards for local governments and public rights-of-way.

By adopting the Pedestrian Rights-of-Way Accessibility Guidelines (PROWAG), agencies will no longer need to independently assess design standards for transit stops and facilities, promoting consistency in accessibility.

This final rule will take effect on January 17, 2025, and mandates that all specifications and program activities comply with the accessibility guidelines established in the Pedestrian Rights-of-Way Accessibility Guidelines and related frameworks.

TRAINING

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

FFY2025 Goal: Training/ Title VI development and development of Title VI Liaisons

COMPLAINTS

No complaints regarding Construction activities were received by the DOT&PF in FFY2024.

CONTRACTING

EQUITABLE PROVISION OF SERVICES AND FACILITIES

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

PROGRAM MANUALS AND DIRECTIVES

No new program manuals or directives are currently under review.

TRAINING

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

COMPLAINTS

No complaints regarding Contracting activities were received by the DOT&PF in FFY2024.

MAINTENANCE AND OPERATIONS (M&O)

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

EQUITABLE PROVISION OF SERVICES AND FACILITIES

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

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

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

PROGRAM MANUALS AND DIRECTIVES

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

No new programs or manuals are currently under review.

TRAINING

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

COMPLAINTS

No complaints regarding M&O activities were received by the DOT&PF in FFY2024.

PRELIMINARY DESIGN & ENVIRONMENTAL (PD&E)

PUBLIC MEETINGS

The PD&E team holds public meetings in accessible, centrally located facilities, with the Title VI Specialist reviewing documents for compliance. Nearby residents are informed about engagement opportunities, and reasonable accommodations are included in notifications. Public meetings are advertised through various channels, and stakeholders can connect with the information office at (907) 451-5307 or dot.ask@alaska.gov.

Additionally, stakeholders can set alerts in the Online Public Notice System to stay updated on projects and explore DOT&PF's Alaska Project Exchange tools for active construction projects. For traffic impact updates, they visit 511.alaska.gov; for project details, individuals can go to dot.alaska.gov/construction. Interactive project information is available on the DOT&PF Public Notices site and through Interactive Dashboards.

In addition to social media, PD&E uses newspaper ads, flyers, and posters to reach a wider audience. While online publications are the most equitable method, public meetings are conducted virtually via Microsoft Teams, Facebook Live, and Zoom.

PUBLIC PARTICIPATION

The public is encouraged to submit written comments to the Regional Environmental Manager, as detailed in newspaper notices and on the DOT&PF State of Alaska online Public Notices for the PD&E phase of projects. Comments can and should be sent via email or made by phone during the PD&E phase, directed to the project manager and environmental analyst using the contact information provided in newspapers and online notices.

At public meetings, participants are expected to submit written comments using comment sheets, either during the meeting or by mailing them later. Public meeting outreach materials will include an email contact for submitting comments, typically the public meeting coordinator. Furthermore, the public can comment anytime during project development, not limited to the PD&E phase.

Public engagement techniques will actively leverage new technology and social media to maximize community participation and outreach. This initiative will involve partnerships with local government units and hiring consultants specializing in effective public participation.

EQUITABLE PROVISION OF SERVICES AND FACILITIES

PD&E utilizes community data from the Alaska Department of Commerce, Community, and Economic Development (ACCED) and the Environmental Protection Agency's EJ Mapper tool to assess whether a project may disproportionately impact low-income and minority communities.

PD&E gathers demographic information through sign-in sheets at all public meetings. This data helps evaluate the effectiveness of targeted outreach methods.

PROGRAM MANUALS AND DIRECTIVES

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

ADDRESSING PUBLIC CONCERNS

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

TRAINING

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

FFY2025 Goal: Continued Title VI and ADA training.

COMPLAINTS

No complaints regarding PD&E activities were received by the DOT&PF in FFY2024.

PLANNING

PUBLIC MEETINGS

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

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

PUBLIC PARTICIPATION

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

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

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

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

INCORPORATION OF TITLE VI ELEMENTS

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

ADDRESSING PUBLIC CONCERNS

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

PROGRAM MANUALS AND DIRECTIVES

There are no program manuals currently under review for Planning.

TRAINING

Liaisons received Title VI training in FFY2024. The training was provided by the Title VI Specialist and attended by the Title VI Liaisons.

COMPLAINTS

No complaints regarding Planning activities were received by the DOT&PF in FFY2024.

RESEARCH DEVELOPMENT AND TECHNOLOGY TRANSFER SECTION (RD&T2)

EQUITABLE PROVISION OF SERVICES AND FACILITIES

RD&T2 ensures nondiscrimination by working with DOT&PF's CRO with training and guidance regarding Title VI and Equity Best Practices currently used in the industry to ensure there is limited impact to current and potential FHWA and USDOT funding.

PROGRAM AND MANUALS

The RD&T2 is managed under the Statewide Design and Engineering Services Division. RD&T2 made no changes to the Research and Technology Transfer Program Manual 2021 but has updated some training materials.

[Manual Template](#)

TRAINING

Alaska LTAP/T2 Training-Fall course for FFY2024 via online module training:

[Local Training & Assistance Program \(LTAP\)](#)

Title VI training for all DOT&PF Staff can also be provided through the following link:

[CRO DOT 1-3 All ASL and Captions on Vimeo](#)

COMPLAINTS

No complaints regarding Research activities were received by the DOT&PF in FFY2024

RIGHT-OF-WAY (ROW)

APPRAISALS, NEGOTIATIONS, CONDEMNATIONS

ROW reported the following for FFY2024

- **Northern Region:** 20 Appraisals, 60 Parcel Negotiations, 0 Condemnations from 10/01/2023 through 09/15/2024, 23 Waiver Valuations, 0 Relocations.
- **Central Region:** 10 Appraisals, 0 Waiver Valuations, 10 Parcel Negotiations, 1 Condemnations, 0 Relocations.
- **Southcoast Region:** 0 Appraisals, 25 Parcel Negotiations (17 males, 14 females, 2 minorities), 0 Condemnation, 4 Waiver Valuations (males)

Due to a lack of demographic information, no patterns of discrimination could be identified. As a result, the Title VI Specialist collaborated with the NR, CR, and SR Title VI Liaisons to utilize the information and training provided by the FHWA and the CRO. Currently, they are designing a post-acquisition survey package to collect demographic information.

FFY2025Goal: Title VI training and a demographic data collection solution are outlined to ensure uniformity in data collection best practices.

COMPLAINTS

No complaints regarding ROW activities were received by the CRO in FFY2024.

STATE EQUIPMENT FLEET (SEF)

CONTRACT ADMINISTRATION

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

PROGRAM MANUALS AND DIRECTIVES

No program manuals are currently under review.

TRAINING

The SEF liaison received Title VI training through the online Title VI training provided by the Title VI Specialist.

COMPLAINTS

No complaints regarding SEF activities were received by the DOT&PF in FFY2024.

ANCHORAGE METROPOLITAN AREA TRANSPORTATION SOLUTIONS (AMATS)

PUBLIC MEETINGS

AMATS promoted upcoming public meetings through social media and their website. Meetings, which were traditionally held at ADA-accessible facilities, were made available for FFY2024. Additionally, AMATS staff participated in virtual meetings for community events using online platforms to discuss upcoming projects.

AMATS provided an opportunity to virtually meet and offer participants to provide self-reported demographic data at all public meetings through survey monkey or other demographic-identifying surveys.

AMATS Coordinated Human Services Transportation plan has been opened and viewed by community members and AMATS personnel in ADA-compliant areas. In addition to ADA-

compliant areas, AMATS has extensively reached out to minority communities for input into projects.

PUBLIC PARTICIPATION

AMATS embraced technologies for engaging new audiences in FFY2024, including using Google Forms (which automatically translate to a person's default language settings and are screen-reader accessible), using ArcGIS interactive maps, asking demographic questions in online surveys, and reducing visual clutter in documents to communicate project information to all individuals effectively.

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

AMATS continued ambitions for functional public meetings are as follows:

BE ENGAGING

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

BE INFORMATIVE

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

BE TRANSPARENT

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

INCORPORATION OF TITLE VI ELEMENTS

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

EQUITABLE PROVISION OF SERVICES AND FACILITIES

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

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

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

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

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

ADDRESSING PUBLIC CONCERNS

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

PROGRAM MANUALS AND DIRECTIVES

AMATS is currently collaborating with the Municipality of Anchorage to develop a Limited English Proficiency (LEP) Plan. This plan is being revised to incorporate new technology and improve its effectiveness.

As for the Title VI Initiative, AMATS has recently appointed a new Title VI Liaison who will need to be updated on the current situation. The last Title VI Plan was approved in 2012, and the Title VI Specialist is aware that the plan is currently undergoing a public comment period. They

will work together with the Title VI Liaison to assist AMATS personnel in developing a current Title VI Program Plan.

TRAINING

AMATS staff received online Title VI training from the DOT&PF CRO on Title VI, ADA, EJ, and LEP.

COMPLAINTS

No complaints regarding AMATS activities were received by the DOT&PF in FFY2024.

FAIRBANKS AREA SURFACE TRANSPORTATION PLANNING (FAST PLANNING)

PUBLIC MEETINGS

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

Demographic data is collected through self-identification on the [FAST Planning virtual sign-in sheet](#) that the meeting host for FAST Planning posts in the Zoom meeting chat box.

Unfortunately, the data collected with this sign-in method is not always equivalent to, or representative of, the number of meeting attendees visible in the actual zoom meeting. Instead, it is used as a cross-reference for the physical list that FAST-Planning staff creates as meeting attendees enter the Zoom meeting. FAST Planning hopes that as meeting attendees become more familiar with virtual meeting spaces, the use of the online sign-in sheet will increase.

PUBLIC PARTICIPATION

FAST Planning hosts several regularly scheduled meetings throughout the year. Our Policy Board, Technical Committee, and Bicycle and Pedestrian Advisory Committee meet monthly, and the Project Enhancement Committee meets quarterly. These meetings are open to the public and are still virtual as of 07/22/2024. When advertising these meetings to the public utilizing social media, the newspaper, local radio PSAs, and the State of Alaska and Fairbanks North Star Borough Online Public Notice Systems, FAST Planning strives to use inviting and encouraging language for all to participate. FAST Planning advocates for public participation and

involvement. FAST Planning also aims for transparency with its plans and projects by promptly posting all meeting materials, action items, and minutes to its website. FAST Planning utilizes Zooms for all of the meetings. FAST Planning uses public meetings and takes public comments on all proposed actions.

INCORPORATION OF TITLE VI ELEMENTS

FAST Planning displays their nondiscrimination assurances on their website (<https://fastplanning.us/docs/title6/>) and in public facilities including contact and complaint information can be found here: [civil rights \(title vi\) – FAST Planning](#)

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

EQUITABLE PROVISION OF SERVICES AND FACILITIES

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

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

No requests were received for translation services in FFY2024.

ADDRESSING PUBLIC CONCERNS

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

No comments were received in any language other than English.

PROGRAM MANUALS AND DIRECTIVES

The current Title VI Plan for FAST Planning is the FMATS Title VI Plan approved by the FMATS Policy Board on October 21, 2020. No other changes to program manuals and directives.

TRAINING

The Title VI Liaison for FAST Planning, attended the Association of Metropolitan Planning Organizations (AMPO), the National Planning Conference (NPC), and the Esri User Conference (UC) in FFY22. Each of these conferences offered several sessions pertaining to Title VI. The

Equity and Social Justice track for each of these conferences is where the Title VI Liaison received the bulk of the Title VI training for the year. The Title VI Liaison hopes to attend another transit-related Title VI training within the year, and continually searches for engagement-related training opportunities that specifically identify the inclusion of Title VI.

The Executive Director for FAST Planning also attended multiple sessions on equity in transportation at the AMPO Conference and attended the Annual Transportation Research Board Meeting in Washington, D.C.

Both the Title VI Liaison and the Executive Director attended a FHWA peer exchange in Virtual Public Involvement with other small MPO's. This provided some great insight for how to better engage Title VI populations. All FAST-Planning staff members participated in the online DOT&PF Title VI Training.

COMPLAINTS

No complaints regarding FAST Planning activities were received by DOT&PF in FFY2024.

ANNUAL TITLE VI AREA QUESTIONNAIRES

ALASKA MARINE HIGHWAY

DIVISION INFORMATION			
Title VI Program Liaison	Vendula Cadiente	Title	Administrative Asst. 3
Region	Alaska Marine Highway System	Phone	907-228-7297
How many years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	vendula.cadiente@alaska.gov
PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by AMHS during FFY2024 along with the number of attendees and any demographic data collected.	<p>DOT &PF Public Review of 2024 Summer schedule was conducted on 12/19/2023 at 10 am for Southeast Schedules and at 1:30 pm for Southwest and South-Central Schedules. (Zoom meeting recordings are attached. Written comments are attached.)</p> <p>DOT & PF Public Review of 2024/2025 Winter Schedule was conducted on 6/26/2024 at 10 am for Southeast Schedules and at 1 pm for Southwest and South-Central Schedules</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	

What efforts did AMHS staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	<p>AMHS promotes diverse public participation. Public Participation Notices are published through GovDelivery Subscription Service and Alaska Online Public Notices, thereby assuring compliance with State public notice requirements without added efforts. AMHS public notices go further in the way they include all communities it serves as well as other communities.</p> <p>In addition to notifications in the previous paragraph, the Department also utilizes and advertises public meetings on its social media sites(Facebook, https://facebook.com/AlaskamarineHighway), Instagram (@alaskamarinehighway), AMHS Website (Alaska Marine Highway System – The Alaska State Ferry), Twitter @AlaskaDOTPF, which allows all areas within the State to participate.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	
What steps were taken to represent these populations in the community participation process?	<p>Meeting announcements were published through GovDelivery Subscription Service and through Alaska Online Public Notices. In addition, scheduling notification are shared on the Department’s Social Media sites. The Department makes additional notifications to numerous community group pages that have requested notifications from the department.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	

	Reference above Comment for added information.		
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	New Services Area Playbook data collection has been implemented to be available online to public and is the go-to site for communities to view current service levels, to comment on service levels and vessel availability for the community.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub Deficiency	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	Meetings are hosted utilizing Zoom (a cloud-based video communications platform) which allows connection by internet or traditional phone call in AMHS can accommodate special needs and requests with advanced notice. During previous public meetings, AMHS received no ADA requests for assistance. The public meeting is held at the AMHS HQ building in Ketchikan, Alaska. The public is always invited and encouraged to attend in person.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does AMHS plan on continuing to ensure representative participation in its outreach efforts?	Through community outreach and digital technology (Zoom/Teams) for discussions of scheduling. Notifications would continue using the Online Public Notifications Systems. Those Communities and individuals that have	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	requested specific notifications will continue to be contacted by the Department.		
PUBLIC PARTICIPATION			
Please describe AMHS's efforts to engage new/diverse audiences in FFY2024.	Ferry Focus Groups were established to reach out to each community. Relationships with community leaders were established to inform and create “ambassadors” that are intended to act as a communication conduit between AMHS and their community members.	<input checked="" type="checkbox"/> Sufficiency <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If AMHS received requests for alternative formats or languages, was AMHS able to accommodate these requests?	No requests for alternative formats or languages were received during this reporting period. With advance notice the Department is able to comply with alternative formats of publications and language interpreters.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are Title VI considerations addressed through stakeholder involvement mechanisms?	Public can reach department via multiple media forums such as email, phone, Facebook Messages, Instagram, X. Public notification contains information related to Civil Rights requirements and provides current contact information.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Please attach any Public Participation Plans for projects commenced during FFY2024.	AMHS did not develop any vessel projects requiring public participation plans during the FFY2024 reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of AMHOB short- and long-term operation plan and other AMHS functions.	<p>The STIP and Long-Range Statewide Transportation Plan are part of AMHS Operations that include vessel, shoreside and terminal upgrades to improve vessel and terminal accessibility and service levels. AMHS is working with Consultant Elliot Bay Design Group on long- and short-term plans. Access upgrades are to improve ship's capability at the terminals and docks, such as mooring structures, adding fenders, updating bridges, cat walks etc.</p> <p>AMHS assists the AMHOB (Alaska Marine Highway Operation Board) with their efforts in planning both short- and long-term operation plan for the AMHS.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			

<p>What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the AMHS process.</p>	<p>Currently under review and being developed.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	<p>The Title VI Specialist will offer continued assistance in the development of this process moving into FFY2025.</p>
<p>Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?</p>	<p>The Department designs vessels to meet operation parameters associated with their areas of use. The operational parameters involved in the construction and operations of vessels do not contribute to common environmental justice issues located in a community. Further, vessel design, operations, and mooring facilities do not contribute to Title VI discrimination. Smaller Feeder Vessels (Lituya, Tazlina, Hubbard, Aurora, LeConte) service the communities by operating from Juneau and Ketchikan. Mainline vessels (Matanuska, Columbia, Kennicott, Tustumena) are optimized for</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

	<p>longer distances and higher speeds to operate between larger major communities. These vessels, due to their length, windage, and draft are unable to be used in smaller communities such as Angoon, Tenakee, and Hoonah in SE Alaska. In Prince William Sound the Aurora operates between the smaller communities of Whittier, Cordova, Valdez, Tatitlek, and Chenega. The Tustumena operates between Homer, Kodiak, and throughout the Aleutian Chain to Dutch Harbor. All vessels incorporate provisions for ADA access and travel. The vessels do not have the ability to transmit/receive TTY Calls. The vessels are not able to accommodate all non-English speakers. AMHS has the ability to transmit/receive TTY calls through the AMHS Reservation Office, and with advance notice is able to provide accommodations for all public meetings.</p>		
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	<p>Via email and Smart Comment forms. Also, via phone numbers provided on the AMHS website, press releases, and public notice announcements. Comments are also received through service area playbooks on the DOT &</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	

	PF website. Those comments are submitted through the Smart Comment forms and included comments received specific to service and scheduling.		
What is done with the comments that are received?	Comments are compiled and shared with AMHS Management. If a response is required, one is provided with input from AMHS leadership or through the AMHS Charting the Course Team.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	The response and who provides or takes action is depending on the nature of the comment. Those related to Civil Rights, ADA, or Staff are addressed by the responsible Department Managers. Most comments are positive and those are addressed by the Marketing Department. Those related to vessel scheduling are addressed by the Vessel Scheduling and the Operations Manager who reviews and takes all comments into consideration when finalizing schedules.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			

Are there any program manuals or directives that govern your program area currently under review?	Vessel Projects are managed in accordance with the DOT & PF Design and Construction Manuals	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did AMHS staff receive in FFY2024?	AMHS has an (ADA) passengers with special needs and an EEO course that includes training for ADA & Accommodations for Passengers with Special Needs. Training Specialist revised the AMHS Passengers with Special Needs course to include ADA and other supporting information about ADA Law (including Civil Rights Title VI/ADA and SOA support of ADA). This course is followed by the Civil Rights Title VI & ADA Power Point provided by Civil Rights. The two (2) courses are followed by an exam and hosted on the new AMHS Online Training Center.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The CRO will continue annual training and department specific training when needed or upon request.
What Title VI/ADA Training would AMHS staff like to see in FFY2024?	Topic of discussion with CRO to find out what additional Civil Rights Title VI training is available.		The Title VI Specialist will forward additional ADA expansion of rights for passenger with disabilities as noted with U.S. Transportation Secretary Pete Buttigieg announced that the U.S. Department of Transportation has issued

			new protections for people with disabilities in commercial air travel that will ensure that they can fly safely and with dignity. This may may translate to Ferries as well.
COMPLAINTS			
<p>Were any civil rights complaints received as a result of the AMHS process, e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for AMHS projects or transportation studies? If so, how many?</p> <p>Summarize each complaint and the status, with actions proposed and taken.</p>	<p>No complaints were received during this reporting period.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

CONSTRUCTION

NORTHERN REGION

DIVISION INFORMATION			
Title VI Program Liaison	Barbara L. Tanner	Title	Engineering/Architect 4
Region	Northern	Phone	907- 451-3057
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	barbara.tanner@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Construction during FFY2024 along with the number of attendees and any demographic data collected.	<p>Public meetings are typically held for significant or identified projects, depending on impact or project features. One Northern Region project conducted a Post Award Conference meeting, and it did offer an option to attend online or telephonically.</p> <ul style="list-style-type: none"> Marshall Airport Improvements 	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix D
What efforts did Construction staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	All public meetings are open to public participation and input. When public meetings are conducted outreach to community members is made through different media outlets to reach a diverse audience. These range from traditional print newspaper and digital newspaper, AM and	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	FM radio, message boards in the area, flyers, online through the DOT&PF project website and on social media. Additionally, project staff will attempt to attend various local community association and stakeholder public meetings when possible.		
What steps were taken to represent these populations in the community participation process?	Demographic data is included in the public meeting sign-in sheets.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Sign In Sheet Blank.pdf
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	<p>Post Award Conferences are typically held in rural communities off the road system. The following guidance has been used when considering whether to include a Contract requirement to hold a PAC.</p> <ul style="list-style-type: none"> • <i>Incorporate the PAC special provision on projects in rural Alaska when all of the following criteria are met:</i> <ol style="list-style-type: none"> 1. <i>The community is not connected year-round by road to the National Highway System;</i> 2. <i>The project duration is sufficient to allow two months between award and the start of work;</i> 	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>3. <i>The anticipated duration of work is longer than three months; and</i></p> <p>4. <i>The project estimate is \$5 million or greater.</i></p> <p><i>Projects in rural Alaska that do not fall within these criteria may incorporate this special provision after consultation with the Civil Rights Office.</i></p> <ul style="list-style-type: none"> • <i>When using the PAC special provision: Prior to advertising the contract, Designers should provide Construction and the Civil Rights Office with any community contacts (municipal/tribal administrators, M&O staff, etc.) that collaborated or provided information during the design.</i> 		
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>Project open houses are typically held in a central and accessible location near the project (i.e., community centers, schools, public facility). PAC's are also held at community centers or schools. Since Covid-19 most meetings have been conducted with an option to attend online or telephonically.</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	
<p>How does Construction plan on continuing to ensure representative participation in its outreach efforts?</p>	<p>By continuing to inform the public through the Department's website, announcements in local newspapers and radio spots, social media,</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p>	

	alaskanavigator.org, electronic message boards, and hosting public open houses and PAC's.	<input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe Construction's efforts to engage new/diverse audiences in FFY2024.	Northern Region will continue to engage the public through open houses and PAC's. Outreach to local affected residents is typically through flyers, local media, Department's website, social media, alaskanavigator.org, etc. When possible, online/telephonic public meetings have been conducted	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Construction received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	None received	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Liaisons are aware that all translation services can be requested through the CRO.
Identify the methods available to the public to raise concerns before or during projects.	Project staff's contact info is posted publicly to provide community/stakeholders with a person to direct their concerns to. Additionally, the Department maintains an online social media presence that has given people another avenue to contact Department staff with questions or concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?	The department has the ability to receive TTY calls and can accommodate non-English speakers. If/when requests for content in alternate languages occur – we coordinate with the CRO or outside consultants to provide information in alternative languages. Construction related project decisions are focused on when to include a Post Award Conference in the contract documents. Other environmental justice considerations related to project development decisions are addressed through the Department’s NEPA process during earlier project stages.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	20 projects were awarded during this period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Comments are received from the public at regional and project field offices, through mail and email, social media, over the phone, and through local representatives.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

What is done with the comments that are received?	Comments are given to the project's construction manager and project engineer and addressed as appropriate.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are generally responded to by project staff and depending on the comment assistance from other regional staff may be necessary.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY2024? Briefly describe how the implications were resolved.	ADA & Title VI are part of the preconstruction process and addressed in the Design Study Report. Change Orders required to modify the details of ADA features may exist in Construction due to site specific adjustments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Site-specific conditions encountered during construction might require modifications. No reporting at this time.
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The Alaska Construction Manual (ACM) is continuously being reviewed for potential improvements and changes.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Are those manuals and/or directives compliant with the Title VI Program?	Yes. Any proposed changes to the ACM are reviewed and approved by Statewide.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did Construction staff receive in FFY2024?	<ul style="list-style-type: none"> Title VI & ADA Overview for all staff conducted by the AK DOT&PF Civil Rights Office at the Construction Kick-Off Conference. Pedestrian traffic control is covered by Traffic Control training. 	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The CRO will continue annual training and department specific training when needed or upon request.
What Title VI/ADA Training would Construction staff like to see in FFY2023?	NR Construction would like to continue receiving Title VI/ ADA trainings applicable to construction similar to the trainings conducted in this past year.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Construction process,	No complaints received.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.		<input type="checkbox"/> Sub. Deficiency	
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CENTRAL REGION

DIVISION INFORMATION			
Title VI Program Liaison	David A. Lee	Title	Central Region Office Engineer
Region	Central	Phone	(907) 269-0451
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	Dave.lee@alaska.gov
PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Construction during FFY2024 along with the	Kongiganak Airport Improvement Project	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	See Appendix A

number of attendees and any demographic data collected.		<input type="checkbox"/> Sub. Deficiency	
What efforts did Construction staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	Notifications of public meetings is done in open publication and online forum. Community specific projects also distribute flyers, mailers, and door hangers to the local residences and businesses.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What steps were taken to represent these populations in the community participation process?	Demographic data is included in the public meeting sign-in sheets.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	Sign in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement the persons attending must sign in.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts were made to ensure meetings were accessible to persons with disabilities?	Public Involvement literature on the DOT website for Public Open House notifications contain website links for information on the Title VI nondiscriminatory policy and a contact number for	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

Where were these meetings located?	persons with disabilities who may need auxiliary aids, services, and/or special modifications to participate in public meetings.	<input type="checkbox"/> Sub. Deficiency	
How does Construction plan on continuing to ensure representative participation in its outreach efforts?	Construction will continue to provide outreach to the community in the form of public meetings and electronic information on the States website. Rural projects will perform PAC meetings prior to the beginning of construction to discuss the community concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe Construction's efforts to engage new/diverse audiences in FFY2024.	Construction will continue to provide outreach to the community in the form of public meetings and electronic information on the States website. Rural projects will perform PAC meetings prior to the beginning of construction to discuss the community concerns.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Construction received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?	Requests for information in alternative formats or languages will be taken down and forwarded to the Civil Rights Office along with any contact information for the requesting party.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Identify the methods available to the public to raise concerns before or during projects.	Public meetings are held prior to the beginning of construction and any concern can be put forward and addressed in the appropriate method. During construction the Project Engineer is the point contact for public comments or concerns. Those issues that cannot be resolved at this level are elevated to the Project Manager or higher.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	25	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	<p>Sign in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement the persons attending must sign in.</p> <p>Public Involvement literature on the DOT website for Public Open House notifications contain website links for information on the Title VI nondiscriminatory policy and a contact number for persons with disabilities who may</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	need auxiliary aids, services, and/or special modifications to participate in public meetings.		
What is done with the comments that are received?	Information collected is reviewed by the Design Manager and Construction Manager if the concern deals with Civil Rights issue the comment would be forwarded to the AKDOT Title VI Specialist.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are dealt with based on the nature on nature of the issue being raised. Typically, if the issue is project construction specific, the project engineer will contact the person directly to try and resolve the issue. If the complaint is more of a Civil Rights issue, it will be forewarned to the Title VI Specialist for response.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY2024? Briefly describe how the implications were resolved.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your	None	<input checked="" type="checkbox"/> Sufficient	

program area currently under review?		<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes. Any proposed changes to the ACM are reviewed and approved by Statewide.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did Construction staff receive in FFY2024?	<p>Training videos and documentation are made available to CR DOT Staff from the CRO website and FHWA:</p> <p>https://www.fhwa.dot.gov/civilrights/programs/title_vi/guidance.cfm</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would Construction staff like to see in FFY2025?	We would like to see more in person training in the off-season months as well as written guidance and online tutorials for new field staff hired at the beginning of the season.		
COMPLAINTS			

Were any civil rights complaints received as a result of the Department's Construction process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No. Central Region AKDOT has not had any complaints or grievances filed.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
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SOUTHCOST REGION

DIVISION INFORMATION				
Title VI Program Liaison	Chris Bishop		Title	DOT SR CON RCCL
Region	Southcoast		Phone	907-465-1817
Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email DOT.SR.CON.RCCL@alaska.gov
PUBLIC MEETINGS				

<p>Please attach a list of public meetings held by Construction during FFY2024 along with the number of attendees and any demographic data collected.</p>	<p>No public meetings were held by Construction for federally funded projects during FFY 2024.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>What efforts did Construction staff use to promote diverse (ethnicity, age, sex, income, ability level) public participation?</p>	<p>All public meetings are open to public participation and input. When public meetings are conducted, outreach to community members is made through different media outlets to reach a diverse audience. These range from online through the DOT&PF project website, social media, emails, phone calls, newspapers (traditional print and digital), radio, message boards in the area, and flyers.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>What steps were taken to represent these populations in the community participation process?</p>	<p>Sign-in sheets provided on the AKDOT Civil Rights website are made available for the public to provide contact information as well as racial makeup. However, there is no requirement for the person attending to sign in.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	<p>The Title VI Specialist will reinforce in training the importance of demographic data per 28 CFR § 42.406.</p>

Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	Sign-in sheets, and voluntary disclosure on online websites for AKDOT	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	No public meetings were held by Construction for federally funded projects during FFY 2024. When project open houses are held, a central and accessible location near the project is chosen with an option to attend online or telephonically.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does Construction plan on continuing to ensure representative participation in its outreach efforts?	By continuing to inform the public through the Department's website, announcements in local newspapers, radio, social media, electronic message boards, and mailing flyers.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

PUBLIC PARTICIPATION			
Please describe Construction's efforts to engage new/diverse audiences in FFY2024.	The Department provides information in various formats to reach a broad demographic including, but not limited to print, radio, digital, social media, direct mail, and electronic message boards.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Construction received requests for alternative formats or languages, was Construction able to accommodate these requests?	The Department did not receive language accommodation requests in FFY2024. If language accommodation requests occur in the future, the Department will consider utilizing online language translation applications.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will conduct training on language translation services. The CRO is able to accommodate this.
Identify the methods available to the public to raise concerns before or during projects.	Prior to construction, the Department follows the NEPA process to develop the Environmental Document which addresses stakeholder and public participation through public workshops. During construction, the Department	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

	utilizes various methods including but not limited to public meetings, email, phone, social media, and websites. The Project Engineer is the primary point of contact. Issues that cannot be resolved at this level are elevated to the Project Manager.	<input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the Construction program process.	This is project-specific, the Environmental document developed during preconstruction follows the NEPA process which includes documentation of all activities/studies that occurred related to the subject project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long	Prior to construction, the Department follows the NEPA process to develop the Environmental Document which includes stakeholder and public participation through public workshops.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

Range Statewide Transportation Plan, and other functions.	During construction, the Department utilizes various methods including but not limited to public meetings, email, phone, social media, and websites.	<input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	Approximately 8 projects were awarded during FFY2024 (10/1/2023-9/30/2024).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Websites, social media, emails, phone calls, and letters.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Comments are received, documented, and responded to within 24 hours.	<input checked="" type="checkbox"/> Sufficient	

		<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are received, documented, and responded to in the same format it was received. All comments are handled at the lowest level and elevated as necessary.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many contract change orders had Title VI/ADA implications during FFY2024? Briefly describe how the implications were resolved.	None have been reported during this reporting period.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			

Are there any program manuals or directives that govern your program area currently under review?	Alaska Construction Manual, Alaska DOT&PF Standard Specifications, Alaska DOT&PF Standard Modifications, Alaska DOT&PF Statewide Special Provisions.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did Construction staff receive in FFY2024?	ADA and Title VI Accommodation Training provided by the Civil Rights Office.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

What Title VI/ADA Training would Construction staff like to see in FFY2025?	Any training that is relevant for project staff. Site visits to field offices would be helpful for new project staff to meet CRO staff and have an opportunity to ask questions.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Construction process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No civil rights complaints were received by Construction.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

CONTRACTING

STATEWIDE

DIVISION INFORMATION			
Title VI Program Liaison	James Woods	Title	Chief Contracts Officer

Region	Statewide	Phone	907-465-8878
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	james.woods@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES			
How does Contracting ensure that the Title VI/Nondiscrimination Assurance paragraph is included in all solicitations for bids?	<p>Preamble: It is the policy of the DOT&PF to administer all solicitations and contract awards uniformly throughout the department. This policy requires all regional contracting officers and contracts staff to utilize standardized forms formalized by its statewide standards section and chief contracts officer.</p> <p>The Title VI/Nondiscrimination Assurance requirement is included in form 25D-55H (form FHWA-1273) Required Contract Provisions for Federal-Aid (FHWA) Construction Contracts. This form is included in all fed-aid solicitations (Invitation to Bid).</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does Contracting ensure that the bidding and award process for consultant agreements and construction contracts is conducted in a non-discriminatory manner?	All DOT&PF solicitations are advertised online at State of Alaska's Online Public Notice web site, in accordance with State of Alaska Statute 36.30.130, and on ADOT&PF's contracting web site.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>All fed-aid construction solicitations (Invitation to Bid) and contract awards (contracts) include the following forms related to Title VI.</p> <ul style="list-style-type: none"> • Alaska DOT&PF Form 25A-301, Federal EEO Bid Conditions (Standard Federal Equal Employment Opportunity Construction Contract Specifications for all Non-Exempt Federal and Federally-Assisted Construction Contract to be Awarded in the State of Alaska), and • Alaska DOT&PF Form 25A-304 EEO-1 Certification (Federal-Aid Contracts). <p>All fed-aid construction related professional services solicitations (Request for Proposals) include the following clause.</p> <ul style="list-style-type: none"> • Part A, Section 13. <i>The proposed contract will be a Federally Assisted Program of the U.S. Department of Transportation. If it will be an assisted program, then the Offeror shall insert the following notification in all subcontract solicitations for bids or proposals pertinent to this RFP: In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, CFR, U.S. Department of Transportation (U.S. DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT</i> 		
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	<i>issued pursuant to such Act, in any Subcontract entered into pursuant to this RFP, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids or proposals and will not be discriminated against on the grounds of race, color, sex, or national origin, in consideration for an award.</i>		
How does Contracting ensure Title VI compliance by its contractors, subcontractors, and Local Public Agencies (like the Municipality of Anchorage or Kenai Borough)?	See preamble and responses to a. and b.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			

Are there any program manuals or directives that govern your program area currently under review?	No, However, DOT&PF is in the process of drafting a new statewide manual for Construction Manager General Contractor (CMGC) procurements.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did Contracting staff receive in FFY2024?	Title VI basic training/manual is available online through DOT&PF Civil Rights Office, as needed.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

What Title VI/ADA Training would Contracting staff like to see in FFY2025?	No suggestions. The current basic training/manual offered online seems sufficient.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Contracting process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Contracting projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

MAINTENANCE AND OPERATIONS

NORTHERN REGION

DIVISION INFORMATION			
Title VI Program Liaison	Jason Sakalaskas	Title	Acting NR M&O Chief

Region	Northern	Phone	907-451-2214
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	Jason.Sakalaskas@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES			
Please attach a list of public meetings held by NR M&O during FFY2024, along with the number of attendees and any demographic data collected.	M&O rarely hold public meetings as much of our interaction with the public are through daily phone calls where we address ongoing annual maintenance work.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts did NR M&O staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	All contact information is made public and welcomes the submission of comments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	M&O activities are governed by the Alaska Highway Maintenance and Operations Handbook which instructs employees to “Always follow DOT, standards, policies, and	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>procedures” including all procedures relating to civil rights.</p> <p>No new programs or manuals are currently under review.</p>		
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did M&O staff receive in FFY2024?	<p>Title VI Essentials Training was made available online through our Civil Rights office.</p> <p>Title VI Workshops were made available in April 2024.</p> <p>Title VI Training was held on November 7-8, 2023.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would M&O staff like to see in FFY2024?	<p>Similar Training as offered in 2024 and rotate this training to other major community locations (Fairbanks, Juneau, etc.) This is only recommended to help spread training opportunities.</p>		

PUBLIC PARTICIPATION			
Please describe NR M&O's efforts to engage new/diverse audiences in FFY2024.	M&O will continue to share their contact information electronically so that public can easily report maintenance work needs. We will also continue to put out public service announcements and roadway conditions reports when adverse conditions or delays may be experienced by the public on state highways and airports.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	Routinely the public will report items of concern by phone or by email. The Department has also increased its presence on social media platform and by doing so M&O has another way to receive public comments.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Maintenance staff review and determine, if necessary, course of action is needed to address the issue.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

How are comments responded to?	Often through a return phone call or email	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's maintenance activities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

CENTRAL REGION

DIVISION INFORMATION				
Title VI Program Liaison	Burrell Nickeson		Title	Maintenance & Operations Manager
Region	Central		Phone	269-0757
How many years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email Burrell.nickeson@alaska.gov

EQUITABLE PROVISION OF SERVICES AND FACILITIES			
Describe the process used to prioritize maintenance activities (for example – brush clearing, road maintenance, snow removal, etc.	CR M&O continues to follow the priority road plan when it comes to snow removal, brush cutting, and any other aspect of maintenance service provided throughout Central Region.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	N/A – see above, no documents are currently under review	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

TRAINING			
What Title VI/ADA Training did M&O staff receive in FFY2024?	<p>Title VI Essentials Training was made available online through our Civil Rights office.</p> <p>Title VI Workshops were made available in April 2024.</p> <p>Title VI Training was held on November 7-8, 2023.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would M&O staff like to see in FFY2024?	Yearly training by DOT&PF Civil Rights Office		
COMPLAINTS			
<p>Were any civil rights complaints received as a result of the Department's maintenance activities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.</p>	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

SOUTHCOAST REGION

DIVISION INFORMATION		
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Title VI Program Liaison	Marcus Zimmerman	Title	SR M&O Chief
Region	Southcoast	Phone	907-465-4655
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	Marcus.zimmerman@alaska.gov
EQUITABLE PROVISION OF SERVICES AND FACILITIES			
Describe the process used to prioritize maintenance activities (for example – brush clearing, road maintenance, snow removal, etc.	M&O follows Alaska Highway Maintenance and Operations Handbook, and route prioritization established by the department.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	M&O activities are governed by the Alaska Highway Maintenance and Operations Handbook which instructs employees to “Always follow. DOT, standards, policies, and procedures” including all procedures relating to civil rights. No new programs or manuals are currently under review.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did M&O staff receive in FFY2024?	The bi-annual meeting	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would M&O staff like to see in FFY2024?	Yearly training by the DOT&PF Civil Rights Office.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			

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

NORTHERN REGION

DIVISION INFORMATION			
Title VI Program Liaison	Kerri Martin	Title	Regional Environmental Manager
Region	Northern	Phone	907- 451-5289
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	kerri.martin@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by PD&E during FFY2024, along with the number	Public meeting sign-in sheets are attached along with demographic data	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	See Appendix D

of attendees and any demographic data collected.		<input type="checkbox"/> Sub. Deficiency	
How many public hearings were held during the reporting period concerning location of a project?	8	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?	SOA On-line public notices, community Post Offices, sent flyers to project associated native communities, local historical societies, advertised in Daily News-Miner, and social media.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts were made to ensure meetings were accessible to persons with disabilities?	Use of TTY	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

How does NR PD&E plan on continuing to ensure representative participation in its outreach efforts?	Continue the use of on-line public notices, flyers to communities and native organizations, newspaper, and social media.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe NR PD&E's efforts to engage new/diverse audiences in FFY2024.	Use of social media and on-line public notices	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will emphasize the importance of public engagement for FFY2025.
How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?	Contacting local native communities and post offices to make sure everyone can be provided notices of upcoming public meetings	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If NR PD&E received requests for alternative formats or languages, was PD&E able to accommodate these requests?	A request hasn't been made but if/when we do then we can coordinate with the Civil Rights Office.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
Please attach any Public Participation Plans for projects commenced during FFY2024.	No public participation plans for FFY2024	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the PD&E process.	We will use the EPA EJ tool, and we regularly engage with Tribes and Native Organizations (Section 106 Process), this is common practice	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls?	During this reporting period we had no projects that were affected by Title VI or EJ. We received 0 TTY calls.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

Can you accommodate non-English speakers?		<input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public	Email, public comment sheets, social media, telephone calls, and mail.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

During the reporting period, how many pre-drafts Environmental Impact Statements (EIS) or Environmental Analyses were open for public review? Summarize comments provided on EIS/EAs where minorities, women, elderly, disabled and low-income persons were adversely impacted	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	They are answered and saved in the project folder. They are included in the environmental document under public scoping.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

How are comments responded to?	They can be responded by email, talking on the telephone, or in-person communication with an individual.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did PD&E staff receive in FFY2024?	Title VI Competency Training.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would PD&E staff like to see in FFY2025?	Title VI training, ADA training. Public participation/outreach process training (not just how to conduct a public meeting, but what is required and how to best document).		
COMPLAINTS			

Were any civil rights complaints received as a result of the Department's PD&E process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficiency <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
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CENTRAL REGION

DIVISION INFORMATION				
Title VI Program Liaison	Brian Elliott		Title	Region Environmental Manager
Region	Central		Phone	(907) 269-0539
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email brian.elliott@alaska.gov
PUBLIC MEETINGS			Compliance	Comments from CRO
Please attach a list of public meetings held by PD&E during FFY2024, along with the number of	No specific project Public Meetings were held during FFY24. However, the annual Mat- Su		<input checked="" type="checkbox"/> Sufficient	

attendees and any demographic data collected.	(1/30/2024) and Anchorage (4/15/2024) Transportation Fairs took place.	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How many public hearings were held during the reporting period concerning location of a project?	No Public Hearings were held in FFY2024.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?	As in previous years, DOT&PF Central Region PD&E makes considerable effort to make sure that everyone who is affected by a proposed project, including minorities and low-income communities, has an opportunity to participate early in the project. One way PD&E does this is to have project meetings and events close to the project location, which increases accessibility for all. If requested, PD&E will meet people at their property to discuss an issue. Based on the location of the project or by request, PD&E will employ a translator. The other primary way PD&E encourages people to participate is by having many ways to comment on a project. People can write a letter, email, Facebook message, make a phone call, or fill out a comment sheet. Depending on the project PD&E	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>may deploy a survey as well. Meeting times and locations are advertised in the local newspapers, radio stations, social media, and on our DOT online calendar. We have been utilizing more social media outlets as a way to reach out to the public and keep them informed.</p>		
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>PDE includes the following statement in public meeting outreach materials:</p> <p>“Persons with a hearing impairment can contact DOT&PF at our Telephone Device for the Deaf (TDD) at 269-0674. We can offer reasonable accommodations for special needs related to other disabilities.” Outreach materials have the public meeting coordinator’s contact information (phone number, email) so a person with disabilities can arrange for special accommodations or needs.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

How does PD&E plan on continuing to ensure representative participation in its outreach efforts?	<p>As in previous years, PD&E organizes its strategies to inform and invite all affected stakeholders to participate. One of these strategies is to develop inclusive mailing lists of all residents, property owners, and businesses along the project corridor. A wide variety of outreach methods are used including direct mail, email communications, public service announcements, newspaper advertisements, State of Alaska Online Notices, GovDelivery, Community Council notices, online event calendars, and Facebook advertising as well as other social media platforms. Direct mail is the centerpiece of the communications plan because it goes directly to individuals affected by each project</p> <p>We also continue to utilize changing technological trends and considering social media to broaden participation outreach. Also, partnering with local units of government and hiring consultants with specialization in public participation seems to help with outreach efforts</p>	<div><input checked="" type="checkbox"/> Sufficient</div> <div><input type="checkbox"/> Tech. Deficiency</div> <div><input type="checkbox"/> Sub. Deficiency</div>	
PUBLIC PARTICIPATION			

<p>Please describe PD&E's efforts to engage new/diverse audiences in FFY2024.</p>	<p>In order to continue to improve our engagement program, PD&E has added public transit directions to our outreach materials, converted our email template to mobile friendly, and started running targeted online advertisements. In addition, we have been exploring ways to use online and virtual meetings for public outreach.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?</p>	<p>As in previous years, PD&E makes considerable effort to make sure everyone who is affected by the project has an opportunity to participate early in the project. One way PD&E does this is to have project meetings and events close to the project location which increases accessibility for all. If requested, PD&E meets people at their property to discuss an issue. Based on the location of the project or by request, PD&E will employ a translator. The other primary way PD&E encourages people to participate is by having many ways to comment on a project. People can write a letter, email, Facebook message, make a phone call, or fill out a comment sheet. Depending on the project PD&E may deploy a survey as well. In addition, we also try to identify leaders or representatives of minorities, women, elderly, persons with disabilities, and low-income community during our planning process and the NEPA scoping phases to ensure the information is getting to them. Through the NEPA phase we also research</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

	and identify minorities, elderly, persons with disabilities, and low-income populations within the project area or that could be impacted by the proposed project.		
If PD&E received requests for alternative formats or languages, was PD&E able to accommodate these requests?	No requests for alternative formats or languages. Were made during FFY24.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Please attach any Public Participation Plans for projects commenced during FFY2024	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			

What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the PD&E process.	No studies were conducted in FFY24.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No, not that we are aware of currently.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	During the biannual Title VI meeting, the Specialist will collaborate with all three regions to ensure consistency in the program manuals, specifically the Alaska Environmental Procedures Manual and the Alaska FHWA Program Environmental Procedures Manual.

Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	<p>The public can submit written comments to the Regional Environmental Manager from newspaper notices and DOT&PF State of Alaska online Public Notices for the PD&E phase of projects. Email comments and phone calls can also be made during the PD&E phase, which are typically submitted to the project manager and/or environmental analyst through contact information published in newspapers and online Public Notices. At public meetings, participants can submit written comments on comments sheets either at the meeting or mail them in at a later date. Public meeting outreach materials also have an email contact for submitting comments which is usually the public meeting coordinator. Public comments can be received at any time during project development, not just during the PD&E phase of the project.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

During the reporting period, how many pre-drafts Environmental Impact Statements (EIS) or Environmental Analyses were open for public review? Summarize comments provided on EIS/EAs where minorities, women, elderly, disabled and low-income persons were adversely impacted.	None were conducted in FFY24.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	They are answered and saved in the project folder. They are included in the environmental document under public scoping.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	They can be responded by email, talking on the telephone, or in-person communication with an individual.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did PD&E staff receive in FFY2024?	New EIA's receive Title VI on-line training and in person.	<input checked="" type="checkbox"/> Sufficient	

		<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would PD&E staff like to see in FFY2025?	Additional future trainings pertaining to Title VI and would like to have in person trainings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's PD&E process, e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

SOUTHCOAST REGION

DIVISION INFORMATION				
Title VI Program Liaison	Ben Storey		Title	Regional Environmental Manager
Region	Southcoast		Phone	907-465-4509
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email benjamin.storey@alaska.gov
PUBLIC MEETINGS			COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by PD&E during FFY2024, along with the number of attendees and any demographic data collected.	Please see attached list of public meetings held during the reporting period. Attendance and demographic data are also attached.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix A
How many public hearings were held during the reporting period concerning location of a project?	There were no public hearings.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

How was information regarding meeting times and locations advertised and was it adequate to provide notification to minorities and low-income communities?	Public meeting notices are provided to the public once a date has been scheduled. Notices come in the form of posters, newspaper ads, the DOT's online notice board, mailers, door-knockers and social media (e.g., Facebook).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	Providing additional training on Section 508 to ensure that information is accessible to all stakeholders.
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	Meeting locations are chosen based on size, location and ability to provide access to all persons who may have a vested interest in a project. Notices include information on how those individuals with specific needs may request so ahead of time.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does PD&E plan on continuing to ensure representative participation in its outreach efforts?	The Region intends to carry-on with current practices while continuing efforts to use more social-media and internet accessible public meetings/workshops. All projects are required to develop a Public Information Plan (PIP) which outlines how the Department will provide information to the public for that specific project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See comment above.
PUBLIC PARTICIPATION			

Please describe PD&E's efforts to engage new/diverse audiences in FFY2024.	Social-media outlets as well as virtual public meetings/workshops are being used consistently more in attempts to reach broader audiences in an age where there is a numerous way to obtain/receive information.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How were minorities, women, elderly, persons with disabilities, and low-income community representatives identified and encouraged to become involved in the project location and environmental phase?	Early on during a project's individual environmental review, the environmental impact analyst reviews census data and public files from the local government in order to ascertain the potentially affected populations within the communities that would need to be notified and provided the ability to comment. If such populations are identified, then they are provided outreach through whichever possible channels afforded to them. Project site visits/walkthroughs also assist with identifying persons who may interested in the project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If PD&E received requests for alternative formats or languages, was PD&E able to accommodate these requests?	Such requests were not made this past fiscal year. However, should persons with Limited English Proficiency be identified within a project area, then steps would be taken to translate all project materials into the appropriate language and accordingly disseminated.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Please attach any Public Participation Plans for projects commenced during FFY2024	Please see attached FFY24 PIPs.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix A
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the PD&E process.	Individual studies were not conducted specifically for gathering these data types. However, this data is generally extrapolated from the analyst's review of census and public record documents and comments received during project scoping or via short project-specific surveys.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The main manuals are the Alaska Environmental Procedures Manual and the Alaska FHWA Program Environmental Procedures Manual, as well as several minor memorandums and internal planning documents. These are reviewed	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

	annually/bi-annually in order to make any necessary corrections/additions due to changes with internal and external processes.	<input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes, they could not have been originally approved unless Title VI compliant.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	Written via comment form, survey, letter or e-mail; verbal by phone or in-person to project staff who record the comment.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>During the reporting period, how many pre-drafts Environmental Impact Statements (EIS) or Environmental Analyses were open for public review?</p> <p>Summarize comments provided on EIS/EAs where minorities, women,</p>	Southcoast Region completed one EA for an FAA project. No adverse impacts to minorities, women, elderly, disabled or low-income persons were observed during the EA's analysis.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	EA available upon request.

elderly, disabled, and low-income persons were adversely impacted.			
What is done with the comments that are received?	They are sent to the corresponding project team member that can best formulate a response which is then shared and reviewed by the team prior to replying to the commenter. Comments are kept in the project file and are reviewed by all necessary parties (DOT&PF staff including project managers/engineers, environmental analysts/consultants). Responses are provided in the timeliest manner possible once all pertinent data is reviewed on the topic of concern.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Usually, comments are responded to via e-mail if the commenter provides an e-mail address. Otherwise, a verbal response would be given by phone and then transcribed for the record. Public comments and responses are attached to the final environmental document in an appendix. Response letters are sent to those who provide only a mailing address.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did PD&E staff receive in FFY2024?	Basic introduction and discussion via webinar	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	The Title VI Specialist will provide an in-depth

		<input type="checkbox"/> Sub. Deficiency	Title VI training in FFY2025
What Title VI/ADA Training would PD&E staff like to see in FFY2025?	Many newer analysts have joined the staff, so an Alaska specific course would be very beneficial.		
COMPLAINTS			
<p>Were any civil rights complaints received as a result of the</p> <p>Department's PD&E process; e.g., public involvement activities, lack of coordination with tribal governments,</p> <p>Contracting opportunities for Construction projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.</p>	No complaints on the PD&E process were not received this past year.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

PLANNING

NORTHERN REGION

DIVISION INFORMATION		
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Title VI Program Liaison	Randi Bailey	Title	Fairbanks Area Planner
Region	Northern	Phone	907-451-2386
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	Randi.bailey@alaska.gov
PUBLIC MEETINGS			
Please attach a list of public meetings held by Planning during FFY24, along with the number of attendees and any demographic data collected.	11/1/23 - SCC Open House 11/2/23 - BRW Open House 12/20/23 - CTP & TAP Project Evaluation Board Public Meeting 3/20/24 – DAAPS Public Meeting 3/28/24 - ASTAR Public Meeting 4/11/24 - ASTAR Public Meeting 4/18/24 - DAAPS Public Meeting 4/30/24 – Alaska/Rich/Steese Corridor Action Plan 5/1/24 – Alaska/Rich/Steese Corridor Action Plan 5/2/24 – Alaska/Rich/Steese Corridor Action Plan 5/15/24 BRW Open House	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix C

	5/28/24 SCC Open House		
What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	The meetings were advertised throughout the region through all types of media to reach a diverse group of participation including newspapers, radio, social media, and email, and online public notices.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How were these populations represented in the citizen participation process?	Public participation in the meetings appear to be representative of the demographic profile of the communities the meetings were based out of for each project.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will look to FHWA and other Federal resources as a means to acquire demographic data since all demographic data is voluntary.
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	The project team created and regularly updates a stakeholder list, including federal, State, and local government agencies, Tribal organizations, community organizations, business groups, environmental organizations, and interested public.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

	Planning provides a sign-in sheet to accurately assess attendance, gain contact information, and assess diversity. Personal introductions were also a mechanism used to identify community members.	<input type="checkbox"/> Sub. Deficiency	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>All meetings were held at an ADA accessible location. Most meetings had the option to listen virtually through Zoom or a call-in number.</p> <p>All public notices include the following information:</p> <p><i>It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability.</i></p> <p><i>Persons with a hearing impairment can contact the department by dialing Alaska Relay at 711 and asking the communication assistant to call the telephone number listed. We are also able to offer, upon request, reasonable accommodations for the special needs related to disabilities.</i></p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

How does Planning plan on continuing to ensure representative participation in its outreach efforts?	<p>NR Planning Field Office will continue public outreach consistent with DOT&PF and federal requirements.</p> <p>DOT&PF will extensively advertise through all types of media/social media and select ADA accessible if meetings are held in-person. Meetings will continue to be available virtually through Zoom and a call-in number will be provided. Project websites will be updated accordingly.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe Planning's efforts to engage new/diverse audiences in FFY24.	<p>NR Planning Field Office coordinates with DOT&PF Public Information Officers to ensure mailing and email lists for all audiences are up to date. The Alaska DOT&PF Public Information Office informs the public through Facebook, Twitter and Instagram, and online public notices. We also use a variety of outreach strategies to ensure we are reaching the widest segment of the population possible. All meeting ads are posted to the online public notice system.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
If Planning received requests for alternative formats or languages, what steps are taken in order to accommodate members of the	<p>Planning has not received requests for translation of materials to a non-English language.</p> <p>If requested, we would take appropriate measures to provide a translator as needed, to include</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

public with Limited English Proficiency?	coordinating with the DOT&PF Civil Rights Office.	<input type="checkbox"/> Sub. Deficiency	
How are Title VI considerations addressed through stakeholder involvement mechanisms?	<p>We use Title VI information for public notices and address requests as needed.</p> <p>The Public notices offer accommodation information to people with disabilities, ensures the availability of professional translators, etc.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.	NR Planning Field Office coordinates with DOT&PF Public Information Officers to be certain that mailing and email lists for all audiences are up to date. A wide variety of outreach methods are used, and ADA accessible venues are chosen whenever possible. The public is notified through the State DOT&PF website, local newspapers, Facebook, Twitter and Instagram. There are also hard copy mailings for public comment on specific projects/plans.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

What activities and/or studies were conducted in FFY24 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.	<p>All plans and studies being conducted in FFY24 include the elements of demographics, economic analysis, and transportation equity.</p> <p>The DOT&PF also incorporates many Title VI elements throughout all programs.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?	The Fairbanks Field Office strives to nominate projects that represent the needs of all communities within the Northern Region. There are ADA improvement projects that are specifically aimed at improving infrastructure conditions for those with physical impairments. Project selection is often guided by respective program criteria.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	19 project starts were initiated in FFY2024 in the Northern Region.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
List the ways that comments are received by the public.	Comments are received by phone, email, regular mail and through meeting comment forms collected by the Design team and Planning, as well as Facebook, Instagram, and Twitter. Comments are also received during project open house or public comment period via project specific websites.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	All comments, questions, and responses are handled by the appropriate division and addressed in a timely matter and saved in project files.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	Comments are responded to by mail, email, phone or in person. If a comment is received during a project open house, comments are often responded to by the project team or consultant.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The Department is continuing efforts to develop a planning manual. We are also working with Program Development to establish project scoring criteria, new programs, and other efforts. Our Annual Work Program, Public Information Guide, and PEL Study Guidance all contain helpful guidance.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes, all manuals and directives will be compliant with the Title VI Program.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			

What Title VI Training did Planning staff receive in FFY24?	Online Title VI training through the T2 calendar and the DOT&PF Civil Rights Office website for Title VI Essentials training video.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI Training would Planning staff like to see in FFY25?	Online Title VI training through T2 calendar will be welcomed as it becomes available, specifically if reporting requirements change. Guidelines on what is required for this document.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process; e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No complaints were reported.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

CENTRAL REGION

DIVISION INFORMATION			
Title VI Program Liaison	Romorenzo Marasigan	Title	Transportation Planner 1
Region	ANC Field Office	Phone	907-269-0514
Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	romorenzo.marasigan@alaska.gov
PUBLIC MEETINGS			
Please attach a list of public meetings held by Planning during FFY2024, along with the number of attendees and any demographic data collected.	<p>Tribal Meeting Dates: 2-02-23 11-09-23 3-30-23 1-04-24 5-25-23 2-29-24 7-20-23 05-02-24 (In person – Wasilla Public Library) 9-14-23 6-20-24 All meetings were virtual except for one. Birchwood Airport Master Plan Update March 30, 2024, at Birchwood Airport Many attendees did not sign in, although there were at least 70 attendees based on headcount.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist was informed during this reporting period that the previous Title VI Liaison transitioned to another task as of 2023. The Title VI Specialist will work with the liaisons to ensure we understand why this

	<p>Many were members of the Birchwood Shooting Range and attended due to misinformation about DOT&PF shutting down the shooting range. Nearly all were male and Caucasian.</p> <p>Native Village of Eklutna and Eklutna, Inc., did not send representatives to the public meeting. They opted to attend virtual stakeholder meetings held on March 22, 2024, instead.</p> <p>Scammon Bay Airport Planning Study</p> <p>June 18, 2024, at Scammon Bay Armory, with virtual attendance option available.</p> <p>Approximately 31 village residents attended the meeting. All in-person attendees were Alaskan Natives. There were at least 7 online attendees, however several remote attendees had multiple people listening in. Callers included representatives from the Calista Corporation.</p>		information is captured.
What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	<p>Based on available address information, mailers are sent out to the public. Flyers are also posted at US Post Offices, Libraries, and government buildings.</p> <p>Meetings and project updates are available the Alaska Online Public Notice system.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>Public meetings are also posted on Facebook and individual project pages. Project webpages are kept up to date on project status and contacts.</p> <p>Planning also reaches out to the Tribal Liaison for DOT&PF.</p>		
How were these populations represented in the in the community participation process?	<p>General public, landowners, business owners, government representatives, tribal members attend the meetings through the outreach that was performed.</p> <p>For Scammon Bay, the Project Manager and Consultant also participated in a morning radio call with a popular radio station, KYUK to raise awareness of the planning effort.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	As with all CPP the effort to engage the public through radio is essential especially in rural communities.
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	<p>Planning provides a sign in sheet to accurately assess attendance, gain contact information, and assess diversity. However, most people do not fill out the sign-in sheets or provide identifying information due to privacy concerns. When a consultant is leading the meeting, they have a sign in sheet for the attendees to fill out.</p> <p>Planning also reviews contact information listed on the community's profile on the Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs website. Additionally land</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	status plats and airport layout plan property maps are reviewed for potential lease holders and adjacent landowner information. Operations from the Bureau of Transportation is also used to determine air carriers. Community leadership is also contacted directly to learn about other potential stakeholders.		
What efforts were made to ensure meetings were accessible to persons with disabilities?	<p>All public notices include the following information:</p> <p><i>Persons with a hearing impairment can contact DOT&PF at our Telephone Device for the Deaf (TDD), number (907) 269-0473. We are also able to offer, upon request, Alaska Native Language Translation.</i></p> <p><i>DOT&PF operates all programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. Full Title VI Nondiscrimination Policy: dot.alaska.gov/tvi_statement.shtml.</i></p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does Planning plan on continuing to ensure representative participation in its outreach efforts?	Planning intends to continue public outreach consistent with DOT&PF and federal requirements and methodology described above.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			

<p>Please describe Planning's efforts to engage new/diverse audiences in FFY2024.</p>	<p>Planning intends to continue public outreach consistent with DOT&PF and federal requirements and methodology described above. These methods include, but are not limited to, online public noticing, newspaper ads, radio announcements, public service announcements, social media website announcements, and project websites.</p> <p>Planning will also continue to review information pertaining to land owners adjacent to a project via status plats and airport layout plan property maps, in addition to review of the community profile on Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs website.</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	
<p>If Planning received requests for alternative formats or languages, what steps are taken in order to accommodate members of the public with Limited English Proficiency?</p>	<p>In this past year, Planning has not received requests for translation of materials to a non-English language that I know of.</p> <p>The Village of Scammon Bay declined professional translation services when offered. They preferred having local residents translate for them.</p> <p>I am not aware of available funding to Planning to have documents translated after they have been</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	<p>The Title VI Specialist will continue to train liaisons on translation services. This will be conducted during the biannual Title VI liaison meetings. Additionally, as mentioned in previous trainings</p>

	completed and the grant funding has been liquidated.		sometimes local translation is what's preferred.
How are Title VI and ADA issues addressed by involving stakeholders?	Public notices provide accommodation information for individuals with disabilities. In rural communities with a significant Native Alaskan population, DOT&PF ensures that professional translators are available for internal and contracted-out projects. Public meetings are also held in buildings accessible to individuals with disabilities.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.	Program Development headquarters runs the public involvement for the LRTP, and the STIP. Area Planners will reach out to their communities and pass on the website/contact information. Public Involvement Plans are developed early in the project to make sure all individuals are included in the process.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list	The active transportation plans in Central Region Planning during the reporting period are aviation and surface transportation related. Each study is required to research and summarize demographic and cultural data referenced in this question. The data is necessary to make informed	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.	<p>recommendations in forecasts and to select the appropriate alternatives.</p> <p>Information from the Department of Labor and Workforce Development, United States Census Bureau, Alaska Department of Commerce, Community, and Economic Development, and Alaska Department of Education and Early Development is used. Additionally, local government (city and Native entities) is also used when available.</p>		
Describe what project selection decisions, if any, were affected by Title VI or Environmental Justice issues?	To my knowledge, the aviation plans were not driven by Title VI or Environmental Justice. The projects were selected based on airport conditions, eligibility, and facility needs. In surface transportation the project is selected through headquarters.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	All liaisons will be trained on the importance of incorporating Title VI throughout the entire duration of a project.
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	To my knowledge, the Statewide Transportation Improvement Plan (STIP) effort has been led by the Headquarters office. Individual meetings have not been hosted by regional planners. Regional Planners have not been invited to attend all meetings held with communities.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	I will follow up on exactly how to have Planning liaisons invited to attend meetings with the

	The Scammon Bay Airport Planning Study was initiated in September 2023.		communities for FFY 2025 goals.
List the ways that comments are received by the public.	<p>Comments are provided via telephone, website portals, via email, and rarely via fax, and on paper comment forms at meetings.</p> <p>Most comments are received via email. People also call via telephone, and they are encouraged to put their questions and comments in writing to ensure they are accurately captured.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	<p>Comments are compiled and included in the public involvement portion of the airport master plan. Comments solicited ahead of the public meetings were addressed during each meeting. Comments received during the meeting were addressed, if possible; all comments were collected and are anticipated to be addressed at the next meeting, if applicable.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	<p>Comments are responded to via telephone, via email, or letter depending on how they were received. Comments and responses are summarized in project files and in published planning documents.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	If there is significant public opposition to a planning recommendation, additional public and/or stakeholder meetings may be held.		
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	There is an ongoing effort to document procedures and compile a manual. A consultant was hired by the Headquarters Office to assist with those efforts.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will follow up on the progress on this effort.
Are those manuals and/or directives compliant with the Title VI Program?	<p>Central Region Planning has not been involved in a manual update for the Title VI Program during this reporting period.</p> <p>Title VI requirements for US Department of Transportation FHWA funded projects are outlined in federal law.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	No updates on the manuals or directives concerning Title VI.
TRAINING			
What Title VI/ADA Training did Planning staff receive in FFY2024?	<p>11-07-2023; Civil Rights Title VI Training</p> <p>4-22-2024; Title VI and Equity Training (Virtual Only)</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	6-03-2-24 to 6-05-2024; GIS for Civil Rights and Planning		
What Title VI/ADA Training would Planning staff like to see in FFY2024?	Teams, in-person training session, and online links to guidance.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process, e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

SOUTHCOAST REGION

DIVISION INFORMATION			
Title VI Program Liaison	Deborah Jones	Title	Planner 2

Region	Southcoast	Phone	907-465-4477
Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input checked="" type="checkbox"/>	Email	Deborah.jones@alaska.gov
PUBLIC MEETINGS		COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by Planning during FFY2024, along with the number of attendees and any demographic data collected.	No public meetings were initiated by Southcoast Region Planning Team. The Planning Team participated in public meetings held by others, but we did not initiate them.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What efforts did Planning staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	N/A	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will provide the liaison with information during the biannual Title VI training about the importance of promoting diversity.

How were these populations represented in the citizen participation process?	N/A	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	This topic will be covered during the new liaison onboarding at the biannual meeting, as there are several ways to illustrate the community participation plan's population.
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach	Sign-in sheets that include voluntary demographic information disclosure.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were these meetings located?</p>	<p>We did not hold any public meetings in 2024. If we do, we use the following:</p> <p>All public notices include the following information:</p> <p><i>Persons with a hearing impairment can contact DOT&PF at our Telephone Device for the Deaf (TDD), number (907) 269-0473. We are also able to offer, upon request, Alaska Native Language Translation.</i></p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<i>DOT&PF operates all programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. Full Title VI Nondiscrimination Policy: dot.alaska.gov/tvi_statement.shtml.</i>		
How does Planning plan on continuing to ensure representative participation in its outreach efforts?	Continue to use OPN and Website for project evaluation meetings. For more traditional public meetings, Planning will continue to use a wide variety of tools to garner participation including website, news (print and radio), email, phone calls, posters, etc. Southcoast Region is also updating community interactions and documenting them as they occur. This enables us to maintain a contact list and use that for outreach. We also rely on consultants, SE Conference, and the Alaska Municipal League to help with outreach as they generally have contacts for all communities, including Tribal.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe Planning's efforts to engage new/diverse audiences in FFY2024.	<p>The Alaska DOT&PF Public Information Office informs the public through Facebook, Twitter and Instagram, and online public notices. We also use a variety of outreach strategies to ensure we are reaching the widest segment of the population possible. All meeting ads are posted to the online public notice system.</p> <p>Southcoast Region is updating community interactions and documenting them as they occur.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	This enables us to maintain a current contact list and use that for outreach. We also rely on consultants, SE Conference, and the Alaska Municipal League to help with outreach as they generally have contacts for all communities, including Tribal. Last, when we attend conferences, workshops, public meetings, etc. we make a point to meet members of communities in our Region and ask for their contact information.		
If Planning received requests for alternative formats or languages, was Planning able to accommodate these requests?	No requests received	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are Title VI considerations addressed through stakeholder involvement mechanisms?	<p>We use the Title IV information for public notices and address requests as needed</p> <p><small>The Alaska DOT&PF operates without regard to race, color, national origin, sex, age, or disability regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, and state funds. Full Title VI Nondiscrimination Policy: dot.alaska.gov/tvi_statement.shtml. To file a complaint, go to: dot.alaska.gov/cvirts/titlevi.shtml. For individuals requiring TTY communications, please contact Alaska Relay 711 or 1-800-676-3777</small></p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	While this statement/ notice is not ADA accessible, training will be provided on ADA and Section 508 of the Rehabilitation Act.

<p>Please attach any Public Participation Plans for projects commenced during FFY2024.</p>	<p>None</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>INCORPORATION OF TITLE VI ELEMENTS</p>			
<p>List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other Planning functions.</p>	<p>The STIP and Long-Range Statewide Transportation Plan are managed out of the Statewide Planning Office – However, the Southcoast Region Juneau Field Office plays a critical role in providing additional and more targeted outreach and communications to Southcoast Region communities – this includes in-person, phone, email, attending conferences, making presentations, etc. The Planning Team makes every effort to share information about plans and programs whenever given the opportunity by email, phone, or in-person at conferences, workshops and public meetings hosted by other entities.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
<p>What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment</p>	<p>The JDNC PEL Study included research completed in FFY2024 related to demographics and housing costs. This data will be used to develop Purpose and Need, Screen Alternatives, economic analysis, etc. These data memoranda and summaries are available publicly on the</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the planning process.	<p>project website. No further research has been conducted related to this.</p> <p>A precursor to the Southeast Alaska Transportation Plan Update (Kickoff in 2025) included an Existing Conditions report of all communities and their existing transportation methods and challenges in Southeast from Yakutat to Metlakatla. This includes demographics of the population. Before any regional plan is updated, we develop an Existing Conditions document to understand the community demographics and current transportation methods.</p>		
Describe what project selection decisions if any, were affected by Title VI or Environmental Justice issues?	<p>The JFO Planning Team does not make project selection decisions like in former years. The Southcoast Region management team will ask for any recommendations, and we will forward a list vested by the communities. We also get asked to review design alternatives at times giving our recommendations on what is best for the community given our knowledge and discussions with community representatives.</p> <p>We (Planning) strive to be a voice for the communities to move projects forward that are congruent with transportation plans, or that improve transportation safety and mobility, increase active transportation and ADA compliance, improve connections, etc. and we look at all communities regardless of population and demographics given that every community has needs. Our interactions with communities are</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	<p>During the biannual meeting in 2025, we will discuss how to prioritize projects initiated by the community. What criteria or metrics will be used to decide the importance of one project over another?</p>

	included in a Needs List database and are used to inform transportation plans and programs.		
ADDRESSING PUBLIC CONCERNS			
How many projects were initiated in this reporting period?	Planning initiates Planning type projects, such as plan updates, studies and reports. We will discuss potential projects with communities and department personnel on community needs, but we don't initiate them. Generally, Communities initiate projects or our department Design Engineers, Materials and M&O Teams will initiate them.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See response above.
List the ways that comments are received by the public	Website, email, mail, phone, online surveys and in-person at public meetings, conferences, and workshops.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Comments come in many forms, i.e., by phone, email, in-person at conferences, workshops or public meetings. If comments come in by phone or email, we respond accordingly, and they are documented in our Community Interactions database and used in the future to inform projects, programs and plans. If comments come from	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	public meetings in response to studies, plans or projects they are all documented into a database and used to follow up and/or invite to future meetings on said subject.		
How are comments responded to?	Comments are typically responded to in the same manner as they are received. If by phone, a Planner will discuss the comment at length and document the interaction in our Community Interaction database. If by email, we respond professionally and let them know they are heard, and we will keep it for future use in plans. If in-person, a Planner will discuss it at length, get their contact information and follow up, if necessary.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	23 CFR 450 17 AAC 05	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

TRAINING			
What Title VI/ADA Training did Planning staff receive in FFY2024?	A virtual training (ppt, manual, or similar) that is distributed to all staff. There is a T2 Platform has been launched with trainings and quizzes.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would Planning staff like to see in FFY2025?	A virtual training (ppt, manual, or similar) that is distributed to all staff. There is a T2 Platform has been launched with trainings and quizzes.		
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Planning process, e.g., public involvement activities, lack of coordination with tribal governments, contracting opportunities for Planning projects or transportation studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

RESEARCH (RD&T2)

DIVISION INFORMATION				
Title VI Program Liaison	Cristina DeMattio		Title	Acting Research, Development & Technology Transfer Program Manager
Region	Headquarters		Phone	907 451 5382
Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email Cristina.demattio@alaska.gov
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES				
How many research projects are currently underway?	43		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Summarize actions taken to encourage universities/entities to use minority, female, persons with disabilities and low-income students/researchers to	Offered Complete Streets Training in all 3 regions, including Bethel and Healy, and invited local transportation partners to attend.		<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

participate on highway research projects.			
What activities and/or studies were conducted in FFY23 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the RD&T2 process.	Ongoing research project: Title VI & Equity Best Practices is nearing completion. The project has a technical advisory team made up of stakeholders and diverse backgrounds to inform DOT&PF on how to improve meaningful implementation of Title VI & Equity business actions. Program Manager participated in the internal D&EI working group monthly to develop resources to share and work on opportunities to advance equity across Department efforts - internally and externally.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Provide a summary of Title VI self-monitoring activities conducted, including findings, recommendations, action items and status thereof.	Expanding the training and resources to include local agencies with emphasis on improving the diversity of participation in the research program.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC MEETINGS			
Please attach a list of public meetings held by RD&T2 during FFY24 along with the number of	Public meetings are project specific if they will be implemented in the traveling public realm. Trainings are attended by employees of State, local, contractors, and Tribal members; the general public is not invited. FFY24 one research project had public involvement as part of the project	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	Available upon request.

attendees and any demographic data collected.	development process: Complete Streets for Alaska DOT&PF. The purpose of this project is to develop an approach to designing streets which prioritizes the needs of those who have been historically disadvantaged by the transportation system. The consultant team hosted four workshops with associated public open houses in Juneau, Anchorage, Bethel, Fairbanks, and Healy. The project information was shared with state representatives and legislators.	<input type="checkbox"/> Sub. Deficiency	
How does RD&T2 plan on continuing to ensure representative participation in its outreach efforts?	Encourage regional partners to prioritize training opportunities to minority employees. LTAP continues to invite a diverse group of stakeholders to participate in trainings alongside DOT students to encourage networking and shared opportunities to advance in their careers.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe RD&T2 efforts to engage new/diverse audiences in FFY24.	RD&T2 routinely coordinates with Tribal Technical Assistance Program (TTAP) at UAF to offer a wide range of technology transfer and training to rural AK communities. LTAP continues to coordinate trainings with rural communities such as City of Ruby to offer workforce development trainings.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	Email, phone.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	Kept in email, saved in topic folder, elevated, if necessary, through management.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	If follow up is requested, staff contact the public to address the specific issue. If comments are related to changing process, the comment is considered by the RD&T2 team during staff meetings and routine review of program	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI	RD&T2 functions include mainly contracting with universities and expert consultants in the field being researched. All universities are public and required	<input checked="" type="checkbox"/> Sufficient	

Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other RD&T2 functions.	to comply with Title VI and associated reporting. Technical advisors are diverse from across the DOT&PF and outside the Department. Requests for diverse representation on research panels, across AASHTO committee assignments, and to offer diverse employees opportunities to engage in research and training to further their careers.	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	Manual Template (alaska.gov)	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI Training did Research staff receive in FFY24?	Current staff Cina Fisher, Josh Hyde, Shane Moller, and I have previously completed the online Title VI Introduction module training on the T2 website. Cina and Anna Bosin reviewed the new video introduction during draft production.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
What Title VI Training would Research staff like to see in FFY24?	Title VI & Equity Best Practices Training by WSP		
COMPLAINTS			
Were any civil rights complaints received regarding non-utilization of minority universities for research studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

RIGHT OF WAY

NORTHERN REGION

DIVISION INFORMATION			
Title VI Program Liaison	Brian Roberts	Title	Chief, Right of Way
Region	Northern	Phone	907-451-5426

Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input checked="" type="checkbox"/>	Email	brian.roberts@alaska.gov
APPRAISALS, NEGOTIATIONS, CONDEMNATIONS			
How many appraisals, negotiations, and/or condemnations were made in FFY2024? Please provide demographic data for all transactions with individuals.	There were 20 appraisals, 23 waiver valuations, 60 parcel negotiations, and 0 condemnation from 10/01/2023 through 09/15/2024. We received no demographic information regarding these actions	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No concerns raised.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify what communities (minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.	Demographic data collected is collected if/when personnel give the ROW agents the information. In most cases public personnel opt out of providing demographic information.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

Specify the number of relocations during the reporting period; of these relocations how many were minorities, elderly, persons with disabilities, or low-income?	There was 1 business relocation. We received no demographic information regarding this action	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Did your program receive any civil rights complaints in the following: appraisals, negotiations, or relocations assistance and payments? If so, how many? Summarize each complaint and the status with actions proposed and taken.	None received	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

CENTRAL REGION

DIVISION INFORMATION			
Title VI Program Liaison	Melanie Arnolds	Title	Supervisor Coordination Project
Region	Central	Phone	269-0686

Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/> 2024 <input checked="" type="checkbox"/> 2025 <input type="checkbox"/>	Email	melanie.arnolds@alaska.gov
APPRAISALS, NEGOTIATIONS, CONDEMNATIONS			
How many appraisals, negotiations, and/or condemnations were made in FFY2024? Please provide demographic data for all transactions with individuals.	There were 10 appraisals, 10 parcel negotiations, and 1 condemnation during the reporting period of 10/1/2023 to 09/30/2024. No demographic information was received in association with these actions	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Liaison will be working with all three region ROW Chiefs to streamline an after-action survey for FFY2025
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify what communities (minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.	A self-reporting mechanism is used to identify communities represented in the negotiation phase.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Specify the number of relocations during the reporting	There were 0 relocations during the reporting period of 10/1/2023 to 09/30/2024. No	<input checked="" type="checkbox"/> Sufficient	

period; of these relocations how many were minorities, elderly, persons with disabilities, or low-income?	demographic information was received in association with these actions.	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Did your program receive any civil rights complaints in the following: appraisals, negotiations, or relocations assistance and payments? If so, how many? Summarize each complaint and the status with actions proposed and taken.	None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

SOUTHCOST REGION

DIVISION INFORMATION				
Title VI Program Liaison	Greg Weinert		Title	Chief Right of Way Agent
Region	Southcoast		Phone	(907) 465-4541
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email Greg.weinert@alaska.gov

APPRAISALS, NEGOTIATIONS, CONDEMNATIONS			
How many appraisals, negotiations, and/or condemnations were made in FFY2024? Please provide demographic data for all transactions with individuals.	Appraisals: None Waiver Valuations: 40 (3 males) Negotiations: 25 (17 males, 14 females, 2 minorities) Condemnations: None	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Did minorities, women, elderly, persons with disabilities, or low-income raise any concerns regarding their options in the negotiation phase?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify what communities (minorities, women, elderly, persons with disabilities and low-income) were represented in the negotiation phase.	Title and record searches, telephone conversations, and in-person negotiation meetings. No other mechanisms and tools are available to identify demographics in the negotiation phase.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Specify the number of relocations during the reporting period; of these relocations how many were	Relocations: 1 (1 male, 1 low-income)	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

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

STATEWIDE EQUIPMENT FLEET

DIVISION INFORMATION				
Title VI Program Liaison	Brad Bylsma		Title	Fleet Manager
Region	Statewide		Phone	907-269-0787
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email Brad.bylsma@alaska.gov
CONTRACT ADMINISTRATION				

How does SEF ensure that the Title VI/Nondiscrimination Assurance paragraph is included in all solicitations for bids?	SEF uses a standardized bidding procedure which includes contact information for bidders with disabilities.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How does SEF ensure that the bidding and award process is conducted in a non-discriminatory manner?	Bids are accepted based on cost estimates precluding subjectivity or potential discrimination in award.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Are those manuals and/or directives compliant with the Title VI Program?	Yes	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
COMPLAINTS			
Were any civil rights complaints received as a result of the Department's Contracting process, e.g., lack of coordination with tribal governments, issues with contracting opportunities? If so, how many? Summarize each complaint and the status, with actions proposed and taken.	No	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

SUB-RECIPIENTS

Anchorage Metropolitan Area Transportation Solutions

DIVISION INFORMATION				
Title VI Program Liaison	Christine Schuette		Title	Sr. Transportation Planner
Region	AMATS/Municipality of Anchorage		Phone	907-343-7996
Which years have you served as Title VI Liaison?	2023 <input type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input type="checkbox"/>	Email Christine.schuette@anchorageak.gov

PUBLIC MEETINGS	RESPONSE	COMPLIANCE	COMMENTS FROM CRO
Please attach a list of public meetings held by AMATS during FFY2024 along with the number of attendees and any demographic data collected.	This information can be found in the attachment 'AMATS Title VI Report Stats '	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix C
What efforts did AMATS staff use to promote diverse (ethnicity, age, gender, income, ability level) public participation?	<p>AMATS uses PublicInput software which allows each project to have a voicemail line and SMS texting options. AMATS has started to explore participation across the region using Public Input equity maps.</p> <p>AMATS promotes the use of generating genuine stakeholder and public involvement to gather diverse engagement in project RFPs:</p> <p>AMATS is incorporating plain language techniques and less use of acronyms in all updated materials to make content more attainable to the public.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

<p>How were these populations represented in the in the citizen participation process?</p>	<p>These populations are represented by looking at the participation maps in PublicInput overlayed with equity data layers. This will allow AMATS to see who is participating and target locations with low participation of underrepresented groups in future planning efforts. AMATS can continue to improve outreach efforts to underrepresented groups and with stakeholders representing those groups.</p> <p>Public Input allows for the storage and tracking of stakeholders in the area participating in the planning process. AMATS plans to build this database to diversify input moving forward.</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	
<p>Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.</p>	<p>AMATS event sign-in sheets ask for voluntary demographic data and a zip code.</p> <p>Project Participation, through Public Input, captures an estimated location and any demographic data voluntarily given.</p>	<p><input checked="" type="checkbox"/>Sufficient</p> <p><input type="checkbox"/>Tech. Deficiency</p> <p><input type="checkbox"/>Sub. Deficiency</p>	

<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	<p>AMATS in-person meetings are always held in accessible locations. AMATS works to ensure meeting locations are on transit routes. AMATS meetings are also hybrid with an online option and the ability to ask for special accommodations. Meetings are also recorded and timestamped and posted to the website so that participation and shared information can take place at a convenient time.</p> <p>Project meetings are located throughout the community, often being held in local recreations centers, libraries, or Municipality of Anchorage buildings. Committee meetings are held in Municipal buildings.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
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How does AMATS plan on continuing to ensure representative participation in its outreach efforts?	<p>AMATS staff is working on AMATS 101 plain language content and plans to reach out to diversify stakeholders through the Public Participation Plan update. Staff will continue to review all updated content for plain language and monitor participation for possible targeted outreach opportunities.</p> <p>AMATS strives to make the process clearer:</p> <ul style="list-style-type: none"> • AMATS continues to create and distribute a quarterly newsletter to capture bite sized updates of what actions and activities are taking place. • AMATS posts on the website, a quarterly status update on all projects underway, developed by DOT&PF Staff to AMATS. <p>AMATS is incorporating plain language techniques and less use of acronyms in all updated materials to make content more attainable to the public.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PUBLIC PARTICIPATION			
Please describe AMATS's efforts to engage new/diverse audiences in FFY2024	AMATS partners with the Municipal Traffic department and the Center for Safe Alaskans for	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

	<p>outreach on the ongoing AMATS non-motorized safety campaign.</p> <p>AMATS started incorporating plain language techniques and less use of acronyms in all updated materials to make content more attainable to the public.</p> <p>Using Public Input, AMATS is building a stakeholder database to expand outreach efforts.</p>	<input type="checkbox"/> Sub. Deficiency	
<p>If AMATS received requests for alternative formats or languages, was AMATS able to accommodate these requests?</p>	<p>No requests were received. AMATS can provide translated materials on an as needed and requested.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	<p>The Title VI Specialist will continue to offer translation services when needed.</p>

<p>Please attach any Public Participation Plans for projects commenced during FFY2024</p>	<p>Please see attached:</p> <p>TSMO Plan: https://www.muni.org/Departments/OCPD/Planning/AMATS/Documents/2023%20TSMO/Public_Involvement_Plan.pdf</p> <p>Destination UMED: https://www.muni.org/Departments/OCPD/Planning/AMATS/Documents/2023%20Destination%20UMED/Destination%20UMED%20Public%20Involvement%20Plan.pdf</p> <p>Recreational Trails Plan: https://publicinput.com/Customer/File/Full/77642faf-4b1c-467b-b8cb-6db57adadb09</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
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INCORPORATION OF TITLE VI ELEMENTS			
List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other AMATS functions.	AMATS sends out public participation notices to our Listserv, social media, and reaches out to the Community Councils within the AMATS areas. Lengthy nomination periods are held during the MTP update and advertised in a consistent manner. Public meetings are held in locations that are accessible and recorded. AMATS agendas are posted a week in advance and questions or comments can be received before the meeting and relayed to the committees.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			

<p>What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the activity or study and how it will be incorporated into the AMATS process.</p>	<p>As part of the Title VI and LEP Plan revisions, a community profile was updated using primarily U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates.</p> <p>As part of the Household Travel Survey, an Onboard Survey was conducted to assess public transportation travel patterns. Once analyzed, the information will be used to promote future transit improvements.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
ADDRESSING PUBLIC CONCERNS			
<p>List the ways that comments are received by the public.</p>	<p>AMATS receives comments in person at meetings and by phone, mail, email, project websites, and surveys.</p> <p>AMATS has centralized comments from the public within the PublicInput software.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

What is done with the comments that are received?	<p>Comments are compiled into a response summary and reviewed by Technical Advisory and Policy committee members.</p> <p>Comments received as part of a project are also reviewed by the project team for inclusion in draft and final documents that help shape future transportation decisions.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	<p>These comments are individually responded to by AMATS staff or with assistance from consultants as part of the comment response summaries.</p> <p>Comments received outside comment periods are responded to directly.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	The AMATS Public Participation Plan is currently being updated.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	The Title VI Specialist will review the plan once completed.
Are those manuals and/or directives compliant with the Title VI Program?	Yes, they are and will continue to be compliant with the Title VI program.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency	

		<input type="checkbox"/> Sub. Deficiency	
TRAINING			
What Title VI/ADA Training did AMATS staff receive in FFY2024?	<u>Trainings:</u> Title VI & Equity Workshop, Equity & Non-discrimination in the Federal-Air Highway Program, What is Web Accessibility <u>Webinars:</u> EPA Nat'l EJ Community Engagement Call, Equity in Roadway Safety Webinar Series, Demand to Understand: How Plain Language Makes Life Simpler, Speed Matters: Using Safety Analytics to Fast-Track Projects to Manage Speeds	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What Title VI/ADA Training would AMATS staff like to see in FFY2024?	<p>Any training applicable to increasing diverse participation in the areawide planning efforts that a small MPO like AMATS typically conducts.</p> <p>Regularly scheduled meetings for all Title VI Liaisons to discuss, share ideas and hear from FHWA.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	There will be an onboarding for new liaisons during FFY2025 biannual Title VI Liaisons meeting.
COMPLAINTS			

<p>Were any civil rights complaints received as a result of AMAT's planning process, e.g., public involvement activities, lack of coordination with local governments/community councils, contracting opportunities for planning studies or corridor studies? If so, how many? Summarize each complaint and the status, with actions proposed and taken.</p>	<p>No complaints were received.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
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FAIRBANKS AREA SURFACE TRANSPORTATION PLANNING (FAST PLANNING)

DIVISION INFORMATION				
Title VI Program Liaison	Olivia Lunsford		Title	FAST Planning
Region	Northern Region		Phone	907-251-7248
Which years have you served as Title VI Liaison?	2023 <input checked="" type="checkbox"/>	2024 <input checked="" type="checkbox"/>	2025 <input checked="" type="checkbox"/>	Email Olivia.lunsford@fastplanning.us
PUBLIC MEETINGS			COMPLIANCE	COMMENTS FROM CRO

<p>Please attach a list of public meetings held by FAST Planning during FFY2024, along with the number of attendees and any demographic data collected.</p>	<p>I have attached our completed meeting(s) spreadsheet that hosts demographic information for each open public meeting we hosted throughout the FFY24 year. There are dates listed for meetings that have yet to occur through Federal Fiscal Year-end (09/30/2024). (Attachment A)</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	<p>See Appendix B</p>
<p>What efforts did FAST Planning staff use to promote diverse (ethnicity, age, sex, income, ability level) public participation?</p>	<p>FAST Planning hosts multiple regularly scheduled meetings throughout the year. These meetings include the monthly Bicycle and Pedestrian Advisory Committee, Technical Committee, and Policy Board meetings. We have a Project Enhancement Committee that meets quarterly as well. These meetings are all open to the public and offered in a variety ways for accessibility. People can attend in-person, online, or by phone – and we do note this in all of our advertisements. We advertise these meetings to the public through social media (Facebook, Instagram, LinkedIn), in the newspaper, through local radio ads (paid and PSA), and the State of Alaska and Fairbanks North Star Borough Online Public Notice Systems. In these advertisements, we use language that is inviting and encouraging for all to participate – as well as try to maintain an 8th Grade reading level with our language. In addition to being advocates for public participation and involvement, we aim</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

	for transparency through all of our project and planning efforts by posting meeting materials, action items, and minutes to our website in a timely manner.		
How were these populations represented in the in the citizen participation process?	As of 08/17/2024, 55% of our meeting attendees were white males, 33% were white females, 1% were Black males, 0% were Hispanic males, 0% were Asian females, 1% were Asian males, 1% were Indian/Alaska Native females, and 6% were Unknown. In total, 6% of our meeting attendees over the last year were minority, and 37% were female. Some members call in to meetings, or do not register a name with their zoom profile and are not recorded on the sign-in sheets. Income and ability level are not recorded. These numbers are not fully representative of our FFY24 year. We are seeing an ever so slight increase in minority attendance and representation, and we can likely attribute this to our continued efforts to get out the word out about FAST Planning by a variety of ways.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Describe the mechanisms used to identify which communities were represented at the public meetings, hearings, and online outreach.	FAST Planning offers both virtual and in-person options for attending our meetings, in addition to a typical dial-in option for anyone using a telephone. We are confident that this provides a level of access to our meetings that is considerate of the various needs potential attendees. For the virtual	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	meetings, we offer a digital sign-in sheet that is shared via the Zoom Chat feature. For in-person meetings, we ask that attendees fill out a sign-in sheet upon entering our meeting space for Title VI purposes. For those who dial in via telephone, we typically mark their information as “Unknown” because we cannot make assumptions about their demographics or how they identify.		
<p>What efforts were made to ensure meetings were accessible to persons with disabilities?</p> <p>Where were the meetings located?</p>	Attendees do have the option to join any open public meeting of ours in-person or online. Additionally, if someone with accessibility needs opts to attend a meeting in-person, our office space can/will accommodate them. The FAST Planning Office is ADA Accessible, with several accessible parking spots located in front of the building. Additionally, the entry to the building is accessible from the ADA compliant widened sidewalk east of the building off of Cushman Street, allowing for navigation from other parts of downtown, should someone find themselves parked in another part of town and looking to navigate to the office via alternative transportation or assistive mobility device. There is an elevator and the doorways are wide on both the west and east sides of the building. There is a near-flat grade to both sets of doors and the entryway to the elevators within our building is also flat. Where the elevators open, there is ample room to navigate large	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	equipment/assistive devices, and the doorway to our office(s) is/are ADA compliant. The seating set up in the office is flexible and the tables are modular and can be configured in any capacity needed. If a meeting is not held within our usual office space (i.e., for anticipated capacity needs), we select locations based on the attributes outlined above (accessibility, parking, proximity, amenities, etc.).		
How does FAST Planning plan on continuing to ensure representative participation in its outreach efforts?	FAST Planning continues to use in-person or Zoom dial-in features as the option for folks who don't have internet access. We post about our meetings in the local newspaper (2 times) in advance of them with the hopes that those who don't use the internet will see the address or phone number/Zoom ID option in print. We do also utilize radio ads and PSAs that currently direct folks to our website for more information. So that catches a demographic that might not scroll through social media for local information, but does have internet access and can navigate to a simple web address. We do our best to hybridize all open-public meetings to allow for these multiple options to join. Outlined in our Title VI Plan Update from November 2023, we hope to work on the meeting schedule in order to better serve the public over public officials.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

PUBLIC PARTICIPATION			
Please describe FAST Planning efforts to engage new/diverse audiences in FFY2024.	<p>We held multiple outreach efforts in the fall to get feedback on our Transit Plans Update trajectory, Draft Title VI Plan Update, Draft Public Participation Plan Update, and Draft Planning Area Boundary Update. The transit plan(s) update has been exciting for us, as we've been able to connect with another demographic using the transportation network in Fairbanks. When it came time to survey the community for transit needs and gaps late last fall, FAST Planning and consultant staff rode the buses around the network to connect with individuals in person and offer surveying on site. To maintain connection with the public through all of the planning efforts listed above, we hosted "Public Comment Pop-up" events at three locations over 2 weeks, including a community center in South Fairbanks where we served free tacos to attendees, and upped folks' opportunities to win a Fat Bike at the 5th Annual Winter Maintenance Forum. The WMF was held at the Morris Thompson Cultural and Visitors' Center, which is accessible by transit, by walking in the densest area of Fairbanks, and had lots of room. We even had a service dog in attendance! Additionally, FAST Planning continued its efforts with the Bike Friendly FBX Program, partnered with Volunteers in Policing to distribute free</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

	<p>helmets, ordered 600 hi-viz, child-sized vests for distribution, and stood up the Free Bike Valet at the Free Music in the Gardens, amongst other locations. As a result of the continuation of this program, FAST Planning has parked hundreds of bikes this FFY and hopes to continue this free program for community-wide events. Additionally, we are working to implement a bike tune-up option through collaborations with other community partners that will specifically target and aim to serve those who utilize their bike and transit over other modes of transportation.</p> <p>I (Olivia) have had a work cellphone for over a year now, and can confidently say it has helped make a difference and closed some communication gaps. I have been working on volunteer coordination, making real-time posts on social using Live and other video options, and can now put an option for folks to text me on all of our promotional materials. I can also make connections with the public at various times and trade a phone number instead of a business card. This is helping us to continue making connections and seizing opportunities to elevate the awareness of our organization and provide the public with the information they need to get and stay involved.</p> <p>In addition to the above, our newsletter grew by</p>		
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	100 subscribers from the previous GA Questionnaire submission, and we launched a text-reminder campaign as well through Constant Contact.		
If FAST Planning received requests for alternative formats or languages, was FAST Planning able to accommodate these requests?	FAST Planning didn't receive any requests for alternative formats or languages for the last Federal Fiscal Year. We are prepared to accommodate anyone's needs regarding this, should we need to. Our website hosts a Google Translate widget that help anyone who is navigating our website, in whatever language they choose.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
Please attach any Public Participation Plans for projects commenced during FFY2024.	We have the Transit Plan Update (TPU), the Coordinate Human Services Transportation Plan (CHSTP) Update, and the Electric Vehicle Infrastructure Deployment Plan (EV Plan) heading to 30-day public comment periods in the near future, though likely at the start of FFY25. The public participation plans for each of those might look slightly different, but they all stem from the baseline that our PPP provides. FAST Planning approved an updated PPP in November 2023, and that is attached to this response for your convenience. (Attachment B).	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix B
INCORPORATION OF TITLE VI ELEMENTS			

<p>List the efforts taken to ensure that populations protected by the Title VI Nondiscrimination Program are included in the development of the STIP, Long Range Statewide Transportation Plan, and other FAST Planning functions.</p>	<p>In compliance with our Title VI Plan, we publish meeting documents including agendas, previous meeting minutes, and accompanying materials for the meeting, at least 5 days prior to the scheduled meeting date. We post links to where our meeting packet is available across our social media sites, and we share this link via email with decision-makers and a FAST Planning Support Group email list. Occasionally, if the timing works out, we will link to the meeting packets or pages to find the information, in our newsletter send out. By publishing the agenda with other meeting materials, anyone notified of our meetings should be aware when the TIP, MTP, and other plans are up for discussion. Additionally, we put this disclaimer on our Online Public Notices and on various pages throughout our website: The FAST Planning public hearing requirements agree to use the TIP development process to satisfy the public hearing requirements of Section 5307©. The public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the program-of-projects requirements of the Urbanized Area Formula Program. See 23 C.F.R. Part 450 and 49 C.F.R. Part 613 (specifically Subpart B, “Statewide Transportation Planning,” and Subpart C, “Metropolitan Transportation Planning and Programming”). The public involvement process is described at 23 C.F.R. Section 450.316(b). FAST Planning complies with the AKDOT&PF Title VI Nondiscrimination Policy, and operates Federal Programs without regard to race, religion,</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
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	<p>color, gender, age, marital status, ability, or national origin. To view the full Title VI Nondiscrimination Policy or to file a complaint, go to: https://fastplanning.us/civilrights. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this public meeting should contact Jackson Fox at (907) 205-4276 or email: jackson.fox@fastplanning.us.</p> <p>Our organization's website also has a Civil Rights/Title VI page with our Title VI Plan and complaint form. The following disclaimer is on this page, as well as the Projects & Programs page of our website: FAST Planning complies with the AKDOT&PF Title VI Nondiscrimination Policy, and operates Federal Programs without regard to race, religion, color, gender, age, marital status, ability, or national origin. View the full Title VI Nondiscrimination Policy or file a complaint at www.fastplanning.us/civilrights.</p> <p>In addition to these efforts that aim to satisfy requirements that both FAST Planning and FHWA has laid out for the MPO, we are working to find ways to further represent Title VI populations in our decision-making process that don't require their attendance to advocate for themselves. We have landed on incorporating a literature review section to our Technical Committee meetings that will work to inform them of inclusive transportation planning practices through the lens of peer-reviewed articles. Ultimately, we hope to carry this exercise to the Policy Board in a similar capacity and provide an opportunity for relaying</p>		
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	information that is from a lived experience other than that of the folks in positions of power or influence.		
How are Title VI considerations addressed through stakeholder involvement mechanisms?	When we are leveraging a stakeholder involvement process, we utilize data obtained from the Fairbanks North Star Borough Assessing Department to determine and notify the property owners in and around a project area. Additionally, we follow our PPP Robust Outreach Strategies (Attachment B) which are specifically designed to reach broad populations and engage disparately impacted communities. We have recently been working hard to go to natural community centers and will continue in those efforts in the hopes to build a strong list/database of locations for various neighborhoods/communities within or around the MPA.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix B
EQUITABLE PROVISIONS OF SERVICES AND FACILITIES			
What activities and/or studies were conducted in FFY2024 that provided data relative to minority persons, neighborhoods, income levels, physical environment and/or travel habits? Please list each activity or study and include a brief statement about the	FAST Planning submitted an approved 2023 Metropolitan Planning Area Boundary to the Governor for signature in December 2023 (signature is yet to be received). With this organization-wide approval of the new boundary (Attachment C), we updated all of our Title VI Maps to reflect the new boundary details, as well as the 2020 Census data. As mentioned in last	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	See Appendix B

<p>activity or study and how it will be incorporated into the FAST-Planning process.</p>	<p>year's questionnaire, our Transit Plan(s) Update is (still) underway, and there have been several analyses done that have provided a deeper look at the community from the minority persons, neighborhoods, income levels, physical environment and/or travel habits perspective. Level of service is a huge consideration for proceeding with the Transit Plans. We have also launched the EV Plan process, as previously mentioned, and the consultant team is also performing various analyses that highlight areas of need/service. Unfortunately, we don't have the final versions of these plans to attach yet, but will have them for the next FFY report.</p>		
<p>Describe what projects, if any, were affected by Title VI or Environmental Justice issues? Can you receive TTY calls? Can you accommodate non-English speakers?</p>	<p>Advancements in technology have made transcription services a normal, accessible feature for all and therefore negate the need for a TTY specific device. Individuals can talk into a phone or computer, the device will type for them, and we are able to receive those messages. Given that we have yet to receive a request for translation services, our Title VI plan states that we can provide translation services on an as-needed basis. We would use an app-based translation service for documents and language. Our website does offer the option to translate each page to a selected language.</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	

ADDRESSING PUBLIC CONCERNS			
List the ways that comments are received by the public.	<p>There are various ways in which someone can provide a comment to FAST Planning about anything. When it comes to general commentary, we receive a lot of input and feedback across our social media sites and a general comment form we have hosted on our website 24/7. All of our emails are also published online for folks to utilize, should they wish to contact one of us directly. For specific projects, plans, or programs that we are seeking feedback on (say, for a 30-day public comment period), we host a related comment form on the project page on our website and direct all commenters to that page if they're looking for a place to comment via the internet. All of our print ads and public notices also have language on them notifying citizens where and how they can comment (email, phone, etc.). We might add a "text" option and use my (Olivia) cell phone number for that to keep the options open. Every open public meeting/action item has a dedicated public comment period. The comments received during this time are also recorded verbatim into the meeting minutes.</p>	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
What is done with the comments that are received?	<p>When we receive comments, we respond to them with as much immediacy as our workload allows. When the comments are in relation to a planning</p>	<input checked="" type="checkbox"/> Sufficient	

	effort, we create a comments and file our responses through a “response summary,” which we include as an appendix to the plan(s).	<input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
How are comments responded to?	We respond to comments in the form that we receive them, in addition to the publicly distributed “comment response summary” for specific plans and projects.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
PROGRAM MANUALS AND DIRECTIVES			
Are there any program manuals or directives that govern your program area currently under review?	No.	<input checked="" type="checkbox"/> Sufficient <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	
TRAINING			

<p>What Title VI/ADA Training did FAST Planning staff receive in FFY2024?</p>	<p>Olivia Lunsford (Title VI Liaison, Transportation Planner) Corey DiRutigliano (Transportation Planner, Transit), and Jackson Fox (Executive Director) each took various trainings and learning opportunities to continue getting educated on Title VI, disparately impacted communities, and equitable planning and outreach practices.</p> <p>Olivia attended the NACTO Designing Cities Conference in May 2024, where the primary focus of the entire conference was DEI, as well as repairing divided communities. Veronica Davis, author of <i>Inclusive Transportation</i> was the keynote speaker. Olivia has read Davis’ book as a follow-up to the conference as well. She attended the training provided to State of Alaska Title VI Liaisons through the Civil Rights office in April and just wrapped up an Equity in GIS webinar series hosted by Esri.</p> <p>Jackson attended the National APA Conference in Minneapolis earlier this calendar year. APA sets the standard for incorporating equity-based practices and trainings into this highly valued learning opportunity.</p> <p>Corey has attended 75% of the Maryland Department of Planning’s Sustainable Growth Webinar Series offerings for 2024. Some of the sessions of note that relate to Title VI and EJ</p>	<p><input checked="" type="checkbox"/> Sufficient</p> <p><input type="checkbox"/> Tech. Deficiency</p> <p><input type="checkbox"/> Sub. Deficiency</p>	
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	Populations include, “When Driving is Not an Option: Designing Transportation for Involuntary Non-drivers Improves Accessibility for All” and “Dangerous by Design: How Street Design Contributes to the Pedestrian Safety Crisis”.		
What Title VI/ADA Training would FAST Planning staff like to see in FFY2024?	I am quite tired of the box-checking trainings and would appreciate an effort to gather all of the Title VI Liaisons for an inclusivity summit somewhere in the state. Where do we fall in line with each other? What is working and what isn't working? Alaska is unique and it seems like we need be doing a lot more “group think” and collaboration for outreach and inclusion efforts.		
COMPLAINTS			
Were any civil rights complaints received as a result of AMAT's planning process; e.g., public involvement activities, lack of coordination with local governments/community councils, contracting opportunities for planning studies or corridor studies? If so, how many? Summarize each	No	<input checked="" type="checkbox"/> Sufficiency <input type="checkbox"/> Tech. Deficiency <input type="checkbox"/> Sub. Deficiency	

complaint and the status, with actions proposed and taken.			
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APPENDIX A

[Program-Review-SEF-2024.pdf](#)

[Summer-Public-Comments.pdf](#)

[Winter-Public-Comments.pdf](#)

<https://dot.alaska.gov/cvlrts/docs/extra/Southcoast-Region-Project-Binder-1.pdf>

APPENDIX B

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

[FAST - Attachment A.pdf - All Documents](#)

[FAST - Attachment B.pdf - All Documents](#)

[FAST - Attachment C.pdf - All Documents](#)

APPENDIX C

<https://dot.alaska.gov/cvlrts/docs/extra/ARS-CAP-Fairbanks-Public-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Post-Award-Conference-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/ARS-CAP-Delta-Junction-Public-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/ARS-CAP-Tok-Public-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Barrow-Airport-POH-2-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Barrow-Airport-POH-3-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Deadhorse-Airport-POH2-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Deadhorse-Airport-POH3-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Denali-Airport-Stakeholder-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Healy-River-Public-Meeting-Sign-In-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Title-VI-Reporting.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Triangle-Community-Road-Atkasuk-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Triangle-Community-Road-Meeting-Sign-in-Sheet.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/Southcoast-Region-ROW-FFY24-Title-VI-Activity-Report.pdf>

<https://dot.alaska.gov/cvlrts/docs/extra/AMATS-Title-VI-Report-Stats.pdf>

[Transportation Planning / AMATS Metropolitan Transportation Plan](#)

APPENDIX D

[Title VI Reporting.pdf](#)

<https://dot.alaska.gov/cvlrts/docs/extra/Marshall-Airport-PAC-Attendance-Form.pdf>