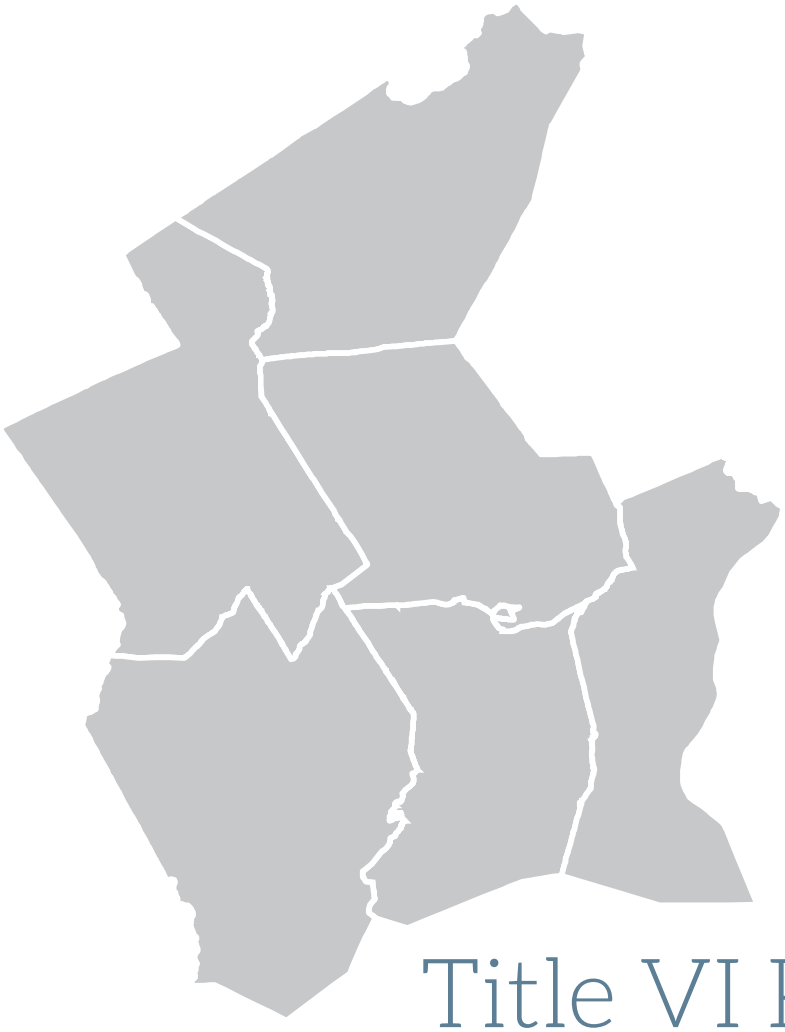

Title VI Program & Limited English Proficiency Plan

MetroCOG Programs in Bridgeport, Easton, Fairfield, Monroe, Stratford & Trumbull

GBVMPO Programs in Ansonia, Bridgeport, Derby Easton, Fairfield, Monroe, Seymour, Shelton, Stratford & Trumbull

DRAFT: 2023

Original Endorsement: October 25, 2018

METROCOG
Connecticut Metropolitan Council of Governments

1000 Lafayette Boulevard, Suite 925,
Bridgeport, CT 06604
203-366-5405 www.ctmetro.org

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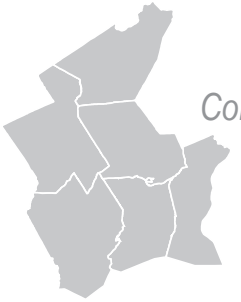
Greater Bridgeport Valley Metropolitan Planning Organization (GBVMPO) & Member Municipalities

Introduction

The Connecticut Metropolitan Council of Government's ("MetroCOG") serves as the host agency of the Greater Bridgeport Valley Metropolitan Planning Organization ("GBVMPO"). This update of the MetroCOG's and the GBVMPO's Title VI Program has been prepared to ensure that the level and quality of MetroCOG's and the GBVMPO's planning services are provided in a nondiscriminatory manner and that the opportunity for full and fair participation is offered to the community. Through this program, MetroCOG has also examined the need for services and materials for persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English.

While it is a matter of principle that MetroCOG and the GBVMPO are committed to ensuring that no person is excluded from participation in, denied the benefits of, or subjected to discrimination in the receipt of any of the MetroCOG's or GBVMPO's services on the basis of race, color or national origin, the contents of this program have been prepared in accordance with Section 601 of Title VI of the Civil Rights Act of 1964.

Naugatuck Valley Council of Governments (NVCOG)



Connecticut Metropolitan Council of Governments (MetroCOG)

MetroCOG's Title VI Policy

The Connecticut Metropolitan Council of Governments (MetroCOG) is committed to ensuring that no person is excluded from participation, denied benefits, or otherwise subjected to discrimination under any program or activity, on the basis of race, color, or national origin.

As a recipient and sub-recipient of federal financial assistance, MetroCOG will ensure full compliance with Title VI of the Civil Rights Act of 1964, as amended and related statutes and regulations in all MetroCOG programs and activities.

Any person who believes that he or she has been subjected to discrimination or retaliation based on their race, color, or national origin may file a Title VI complaint. Complaints must be filed within 180 days of the date of the alleged discriminatory act. Complaints may be filed directly to MetroCOG, CTDOT, FHWA or FTA. It is preferred that complaints are filed in writing and delivered, mailed or e-mailed in writing using the Title VI Complaint Form, which can be obtained online via www.ctmetro.org. All complaints must be signed by the complainant or a representative, and should include the complainant's name, address, and telephone number or other means by with the complainant can be contacted. Signed allegations of discrimination received by facsimile or e-mail will be acknowledged and processed. Complaints received by telephone will be put in writing and provided to the Complainant for confirmation, revision, and signature before processing

English and Spanish language version of the Complaint Form are available. Language assistance may be requested by contacting the Connecticut Metropolitan Council of Governments at (203) 366-5405. Language assistance is provided at no cost to the public. In cases where the Complainant will be assisted in converting an oral complaint into a written complaint, the Complainant is required to sign the written complaint.

MetroCOG's Title VI Program and Limited English Proficiency Plan, including our Title VI Notice to the Public and all other applicable documents and forms can be found in Appendices A-E. Appendices A and B are posted at MetroCOG's offices in English, Spanish, Portuguese and French Creole. Appendix B is posted at all public meetings and outreach events in these languages as well.

What is Title VI?

Title VI of the Civil Rights Act of 1964, prohibits discrimination on the basis of race, color, or national origin in programs, activities and services receiving federal financial assistance (42 U.S.C. Section 2000d).Title VI requires that "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

As a recipient and sub-recipient of federal financial assistance, MetroCOG is committed to ensuring full compliance with Title VI of the Civil Rights Act of 1964, as amended and related statutes and regulations in all MetroCOG programs and activities.

Any person who believes that he or she has been subjected to discrimination under Title VI on the basis of race, color or national origin may file a Title VI complaint with MetroCOG within 180 days from the date of the alleged discrimination.

Title VI Complaint Process & Procedures

How do I file a complaint?

If you believe that you have received discriminatory treatment by MetroCOG on the basis of race, color, or national origin, you have the right to file a complaint with MetroCOG. The complaint must be filed within 180 days of the alleged discriminatory incident. Complaint forms can be obtained in Appendix C of this document or online via www.ctmetro.org.

Methods of filing a complaint:

The preferred method is to file your complaint in writing using the Title VI Complaint Form, and delivering, mailing or e-mailing it to the preferred recipient, listed in the box to the right.

In cases where the Complainant will be assisted in converting an oral complaint into a written complaint, the Complainant is required to sign the written complaint. Signed allegations of discrimination received by facsimile or e-mail will be acknowledged and processed. Complaints received by telephone will be put in writing and provided to the Complainant for confirmation, revision, and signature before processing. Language assistance may be requested by contacting the Connecticut Metropolitan Council of Governments at (203) 366-5405. Language assistance is provided at no cost to the public.

The Title VI designee or the individual receiving the written complaint will review the complaint to ensure that the required information is provided, the complaint is timely, and is within the appropriate jurisdiction. The complaint will be accepted unless it is withdrawn, is not filed within the allowed time period, or the Complainant fails to provide required informa-

Submit all Title VI Requests & Complaints in Writing:

Information on MetroCOG's non-discrimination obligations:

Mr. Matt Fulda, Executive Director/
Ms. Colleen Kelleher, Finance Director
Connecticut Metropolitan
Council of Governments,
1000 Lafayette Boulevard, Suite 925,
Bridgeport, Connecticut 06604.

E-mail: info@ctmetro.org

A Complaint to MetroCOG:

Mr. Matt Fulda, Executive Director
Connecticut Metropolitan
Council of Governments
1000 Lafayette Boulevard, Suite 925
Bridgeport, Connecticut 06604

E-mail: mfulda@ctmetro.org

Complaints to the Connecticut Department of Transportation:

Title VI Coordinator, CTDOT
2800 Berlin Turnpike
Newington, CT 06131-7546

Complaints to the Federal Transit Administration:

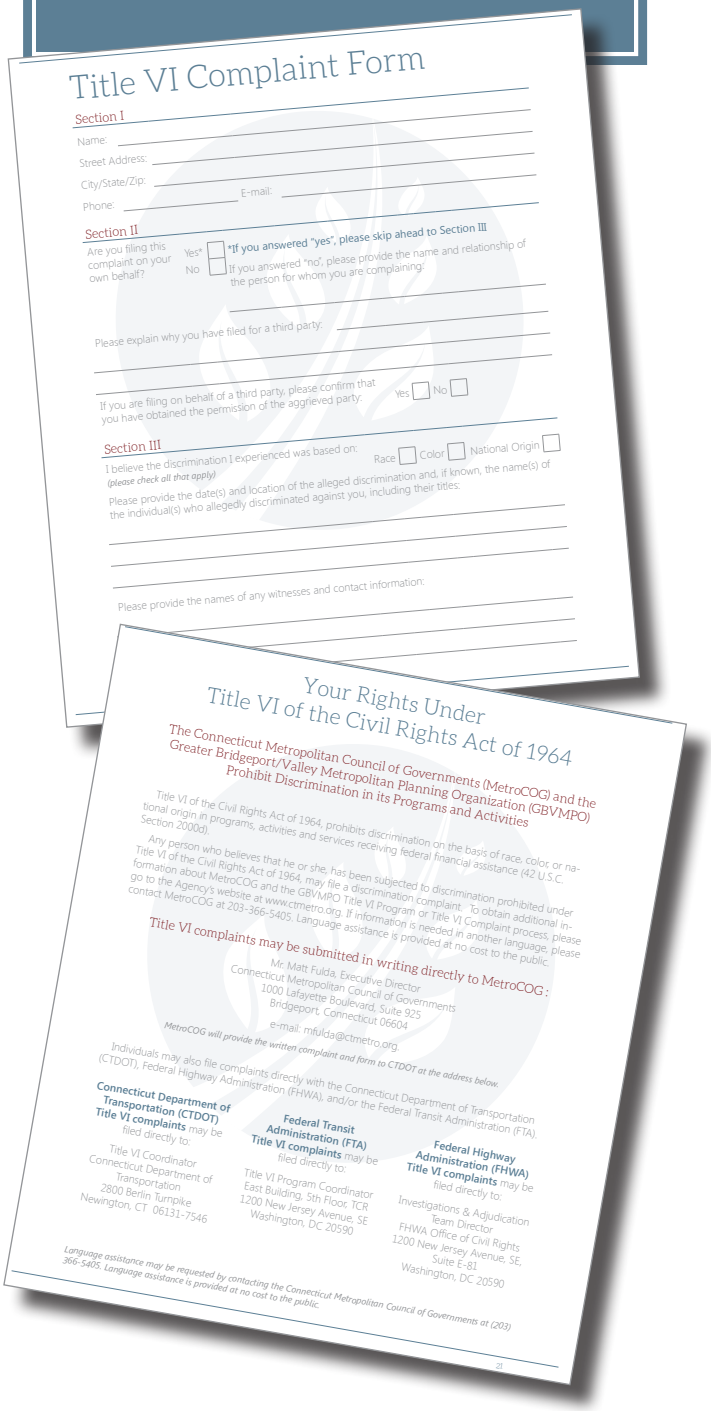
Title VI Program Coordinator
East Building, 5th Floor, TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Complaints to the Federal Highway Administration:

Investigations & Adjudication
Team Director
FHWA Office of Civil Rights
1200 New Jersey Avenue, SE, Suite E-81
Washington, DC 20590

Required Title VI Materials:

Notice to the Public: Appendix A
Your Rights Under Title VI: Appendix B
Title VI Policy: Page 4
Title VI Process & Procedures: Pages 5-6
Complaint Form: Appendix C
Complaint Log: Appendix D



tion after a written request for omitted/addition information.

Issues that do not involve discrimination or are not based upon a protected basis pursuant to Title VI will not be processed as a Title VI complaint. Individuals will not be discouraged from filing a written complaint.

What happens to my Title VI Complaint to MetroCOG?

Once a complaint if received, it will be reviewed for completeness by the Executive Director and will then be filed with CTDOT within 10 days of receipt. In instances where additional information is needed, the complainant will be contacted by phone, email, or in writing. The Executive Director reserves the right to review the complaint with MetroCOG staff and members of MetroCOG, as necessary and appropriate.

MetroCOG will investigate a Title VI complaint within 90 days. Upon completion of the review, the Executive Director shall make a recommendation regarding the merit of the Complaint and whether remedial actions are available to provide redress. MetroCOG will inform CTDOT of the final outcome of the investigation within ten (10) days of the decision. Additionally the Executive Director may recommend improvements to MetroCOG's processes relative to Title VI and environmental justice, as appropriate. The Executive Director shall forward their recommendations to the MetroCOG Board of Directors for concurrence. If MetroCOG concurs, a written response will be issued to the Complainant.

Appeal:

The Complainant may appeal MetroCOG's response to the Complaint by submitting a written appeal to MetroCOG within 10 calendar days after receipt of MetroCOG's written decision rejecting the complaint or by filing the complaint directly with the FHWA.

MetroCOG's Title VI Program

Staff Training

Staff at the Connecticut Metropolitan Council of Governments will continue to attend Connecticut Department of Transportation, Federal Transit Administration (FTA)/Federal Highway Administration (FHWA) meetings and webinars that provide education and training related to Title VI. All education and training will be consistent with the state and federal polices and guidelines.

Monitoring Sub-Recipients

Should MetroCOG at some point in the future have formal subrecipients of Federal funding, we will ensure those subrecipients are in compliance with Title VI requirements.

Providing Technical Assistance

MetroCOG is a sub-recipient of Federal Assistance, with the Connecticut Department of Transportation serving as the primary recipient and passing through funding to the Greater Bridgeport region. MetroCOG enters into contracts with municipalities and private consulting firms involving Federal funding. In all cases these contracts incorporate standard Certifications and Assurances related to Title VI Civil Rights responsibilities.

List of Title VI Investigations, Complaints & Lawsuits

The Connecticut Metropolitan Council of Governments maintains a Log of all Title VI Investigations, Complaints and Lawsuits filed against the agency. To date, no investigations, complaints or lawsuits have been filed against the Connecticut Metropolitan Council of Governments. If an investigation, complaint or lawsuit arises the Connecticut Metropolitan Council of Governments will immediately notify the Connecticut Department of Transportation's Office of Contract Compliance.

Minority Representation on Planning & Advisory Bodies

Each member municipality appoints representatives to serve as the governing body. Totaling six members, the Board is comprised of a CEO representing each city or town. See Appendix F for the most up to date list.

In addition, MetroCOG hosts several advisory committees and commissions to provide advice, leadership and solutions in the planning process. Currently, there are several active committees including the Transportation Technical Advisory Committee (TTAC), the Conservation Technical Advisory Committee (CTAC) and the Geospatial Technical Advisory Committee (GTAC).

The Connecticut Metropolitan Council of Government's Transportation Technical Advisory Committee (TTAC) reviews transportation improvement projects and provides input into the development of all transportation plans and programs within the Region. The Committee also assists in identifying issues and developing strategies, as well as work towards developing a consensus on study recommendations and priorities. The Committee consists of Representatives that are drawn from elected officials, municipal staff, and community interest groups.

The Transportation Technical Advisory Committee provides a mechanism for information on the transportation planning process to flow from MetroCOG to the Public. However, the flow of information relies on committee representatives making contact with and informing the public. This has been an effective way to exchange ideas and opinions on transportation problems and needs, but we also understand it is equally important for MetroCOG to have face-to-face contact with the public, especially on major transportation actions. It is critical to proactively seek diver-

sity in membership and include persons from groups traditionally under-served by transportation, including low income, minority, elderly and disabled, and transit dependent residents. This will achieve a balanced representation and provide a forum for a full range of ideals and perspectives to be considered and discussed. The Connecticut Metropolitan Council of Governments will consult with social service agencies and other non-traditional transportation groups, including bicycle and pedestrian, environmental, resource and land use management and others to encourage Minority, LEP and EJ populations to participate in the Transportation Technical Advisory Committee.

Environmental Justice:

Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color or national origin. According to Executive Order 12898 – Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations "each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

The Connecticut Metropolitan Council of Governments seeks to improve social equity in accordance with our organizational values, as supported by Executive Order 12898. MetroCOG conducts all programs, policies and activities in a manner that ensures such programs, policies and activities do not have the effect of excluding persons (including populations) from participation in, denying persons (including populations) the benefits of, or subjecting persons (including populations) to discrimination under, such programs, policies and activities, because of their race, color or national origin.

The guiding Environmental Justice principles followed by MetroCOG are summarized as follows:

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

If MetroCOG identifies a program, policy or activity and that could disproportionately impact minority populations and/or low-income populations., MetroCOG will employ the appropriate measures to assure requirements are met throughout the development of program, policy or activity and to accommodate those populations. These measures are determined on a case-by-case basis and include assurance that any public outreach conducted by MetroCOG accommodates minority and low-income populations.

MetroCOG has conducted an analysis of the Region's Minority and Low-Income populations utilizing GIS and U.S. Census Data. Please see Appendix G for this analysis.

MetroCOG's Limited English Proficiency (LEP) Plan

The Connecticut Metropolitan Council of Governments (MetroCOG) is committed to conducting outreach to traditionally underserved individuals and communities, which include but are not limited to low income, minority, and Limited English Proficiency (LEP) persons. MetroCOG also serves as the host agency for the Greater Bridgeport Valley Metropolitan Planning Organization (GBVMPO). As such, MetroCOG is committed to ensuring a transportation planning process that provides for "a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and Transportation Improvement Programs."

To ensure meaningful access to programs and activities, MetroCOG uses the information obtained in a Four Factor Analysis to determine the specific language services that are appropriate. This analysis helps MetroCOG to determine if it communicates effectively with LEP persons and informs language access planning. The Region's LEP population is assessed using the American Community Survey (ACS) and U.S. Census data on language spoken at home and linguistic isolation.

A four-factor analysis was conducted for MetroCOG's member municipalities: the City of Bridgeport and the Towns of Easton, Fairfield, Monroe, Stratford and Trumbull. A four-factor analysis was conducted for the municipalities of Ansonia, Derby, Seymour and Shelton through the NVCOG LEP Plan.

A Four Factor Analysis is a local assessment that considers:

1. The Number & Proportion of LEP Persons Served or Encountered in the Eligible Service Population;
2. The Frequency with which LEP Persons come into Contact with MetroCOG Services and Programs;
3. The Nature & Importance of the Program, Activity or Service Provided to People's Lives; and
4. The Resources Available to MetroCOG for LEP Outreach, as well as Costs Associated with that Outreach.

1. Number of LEP Persons in Service Region

The Connecticut Metropolitan Council of Governments serves as the Council of Governments for the Greater Bridgeport Region, which consists of the City of Bridgeport and the Towns of Easton, Fairfield, Monroe, Stratford and Trumbull. The Naugatuck Valley Council of Governments serves as the Council of Governments for the Naugatuck Valley, which includes the municipalities of Ansonia, Derby, Seymour and Shelton. These ten communities comprise the Greater Bridgeport Valley Metropolitan Planning Organization (GBVMPO). The GBVMPO encompasses 196.4 square miles and is home to a diverse population of 388,565 residents, speaking more than thirteen (13) languages/language groups.

Of the total Regional population (388,565), 11.8% (45,749) of residents report speaking English "less than very well".

The data reveals that at the Regional level, while there are numerous languages spoken at home, there is a significant Spanish speaking population which reports speaking English

Language	Total Population (>5 yrs)	Speaks English "Less than Very Well"	Percent of Total Population
Spanish	64,671	28,516	7.3%
Russian, Polish or other Slavic Languages*	4,793	1,839	0.5%
Other Indo-European Languages**	20,868	7,991	2.1%
Chinese (incl. Mandarin Cantonese)	1,855	1,146	0.3%
French (incl. Cajun)	7,544	2,474	0.6%
All other languages	11,740	3,783	1%
All residents over 5 years who speak a language other than English.	111,471	45,749	11.8%

**Based on previous analysis, Polish is a significant component of this language group in Connecticut.*

***Based on previous analysis, Portuguese is a significant component of this language group in Connecticut.*

See Appendices I and J for a complete analysis.

"less than very well". Within the City of Bridgeport, 46% (60,793) of the 133,140 residents report speaking a language other than English. Of those 60,793 residents, 64% (40,948) speak Spanish with 19,185 of those speaking English less than very well.

MetroCOG has long been aware of the significant Spanish speaking population in our Region. The map indicates locations where this population is concentrated in the Region; most notably in the Downtown, East Side/East End, North End, Mill Hill, West End and Black Rock neighborhoods of Bridgeport. It is also noteworthy that there are "pockets" of residents reporting speaking English "Less than Well" in the South End and Center neighborhoods of Stratford.

Several Conclusions:

- Twelve percent (12%) of residents within the Greater Bridgeport and Valley Region report speaking English "less than well";
- Of those reporting speaking English "less than well", the largest population speaks Spanish;
- This pattern is also true when data is reviewed at the municipal level;
- This pattern also holds true in Metro-COG's suburban communities;
- The LEP population (Spanish) is concentrated in the core of the MetroCOG Region.

Beyond those reporting speaking Spanish and speaking English "Less Than Very Well", there are four other LEP populations including Other Indo European (Portuguese), Russian/Polish or Other Slavic (Polish), Chinese (incl. Mandarin Cantonese) and Frech (incl. Cajun) (populations are 7,991, 1,839, 1,146 and 2,474, respectively), which meet the "Safe Harbor" threshold for which MetroCOG will translate vital documents.

Additionally:

There is a need to translate documents and outreach materials in Spanish.

Additional language services would benefit other LEP populations, although the likely encounters with the Service/Outreach are significantly lower than the Spanish-speaking group.

This analysis was based on 2016-2020 five-year ACS data. Portuguese was not reported separately - this langauge was included under "Other Indo-European Languages." Polish was not reported separately either, it was included under "Russian, Polish or other Slavic Languages." Prior to the 2016-2020 ACS,

Portuguese was identified as a "Safe Harbor" language in the MetroCOG Region. Polish was identified as a Safe Harbor language due to staewide trends that we assume continue.

2. Frequency with which LEP Persons come into Contact with MetroCOG Services and Programs

There are a large number of places where the residents of the Greater Bridgeport Region can come into contact with MetroCOG services and programs, including public hearings, public informational meetings, printed outreach materials, web-based outreach materials, local news media (print and radio) and communication with MetroCOG staff.

3. The Nature & Importance of the Program, Activity or Service Provided to People's Lives

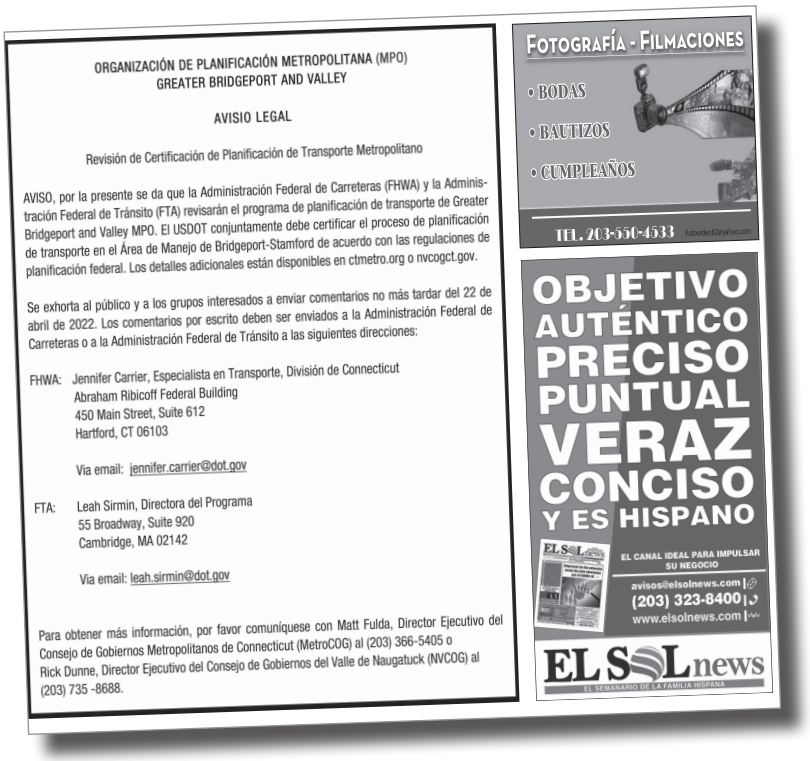
The Services and Programs offered by the Connecticut Metropolitan Council of Governments are an important aspect as public participation provides the Region with a consensus on what the major transportation issues facing the region are and what the focus of possible improvements should be. If limited English is a barrier to using the services/programs provided by MetroCOG, then the consequences for the individual are the limited ability to provide review and comment regarding proposed transportation actions. Without translation and interpretation services, the intent to foster early and meaningful discussions so that the public is made a partner in the decision-making process will be hindered.

A seat drop for the 2023-2050 Metropolitan Transportation Plan Survey

The Greater Bridgeport and Valley Metropolitan Planning Organization (MPO) is a consolidated policy board that oversees the regional transportation planning process and capital improvement program for the ten-town area comprised of the Greater Bridgeport Region and four municipalities in the Naugatuck Valley regions. GBVMPO is authorized by federal regulations and designated by the Governor to conduct transportation planning for the ten town portion of the Bridgeport-Stamford Urbanized Area. The

Product	Spanish Translation*	Public Hearing/Meeting Interpretation*
Long Range Transportation Plan	Executive Summary	Upon Request
Public Participation Plan	Entire Document	Upon Request
Title VI & LEP Plan	Entire Document	Upon Request
Regional Plan of Conservation & Development	Executive Summary	Upon Request
Transportation Improvement Program	Executive Summary	Upon Request
Planning Studies	Community context determines translation & interpretation.	
Unified Planning Work Program	Upon Request	

**Additional languages upon request*



ORGANIZACIÓN DE PLANIFICACIÓN METROPOLITANA (MPO)
GREATER BRIDGEPORT AND VALLEY

AVISIO LEGAL

Revisión de Certificación de Planificación de Transporte Metropolitano

AVISO, por la presente se da que la Administración Federal de Carreteras (FHWA) y la Administración Federal de Tránsito (FTA) revisarán el programa de planificación de transporte de Greater Bridgeport and Valley MPO. El USDOT conjuntamente debe certificar el proceso de planificación de transporte en el Área de Manejo de Bridgeport-Stamford de acuerdo con las regulaciones de planificación federal. Los detalles adicionales están disponibles en ctmetro.org o nvcogct.gov.

Se exhorta al público y a los grupos interesados a enviar comentarios no más tardar del 22 de abril de 2022. Los comentarios por escrito deben ser enviados a la Administración Federal de Carreteras o a la Administración Federal de Tránsito a las siguientes direcciones:

FHWA: Jennifer Carrier, Especialista en Transporte, División de Connecticut
Abraham Ribicoff Federal Building
450 Main Street, Suite 612
Hartford, CT 06103

Via email: jennifer.carrier@dot.gov

FTA: Leah Sirmin, Directora del Programa
55 Broadway, Suite 920
Cambridge, MA 02142

Via email: leah.sirmin@dot.gov

Para obtener más información, por favor comuníquese con Matt Fulda, Director Ejecutivo del Consejo de Gobiernos Metropolitanos de Connecticut (MetroCOG) al (203) 366-5405 o Rick Dunne, Director Ejecutivo del Consejo de Gobiernos del Valle de Naugatuck (NVCOG) al (203) 735 -8688.

Spanish language translation of a legal notice

MPO is primarily responsible for providing policy direction on all aspects of the transportation planning process, as specified in federal transportation acts, including the Fixing America's Surface Transportation Act (FAST Act), and federal transportation policies, rules, and interim transportation planning guidelines. As the transportation policy board for the area, GBVMPO is responsible for adopting the long range transportation plans, endorsing and amending the TIP, and ensuring the TIP and Plans are consistent with air quality goals and objectives.

Neither the MetroCOG nor the GBVMPO provide Fixed Route/Demand Response services; therefore, providing real-time and ongoing language translation is not always needed. All of the fixed-route service providers in the Region, including, but not limited to Greater Bridgeport Transit, Valley Transit District and the Metro-North/Amtrak Railroad, conduct separate outreach activities.

4. Resources Available to MetroCOG for LEP Outreach, as well as Costs Associated with that Outreach

The Connecticut Metropolitan Council of Government's outreach efforts ensure residents who are not proficient in English can effectively participate in the transportation planning process. MetroCOG ensures that all significant language groups are identified and incorporated into the public participation plan. MetroCOG continues to conduct outreach to traditionally under-served individuals and communities, which include but are not limited to low income, minority and Limited English Proficiency (LEP) persons. MetroCOG and GBVMPO use appropriate methods to notify the public of its activities and of opportunities for public involvement. The determination of which methods to use must be done for each individual planning project or study.

At a minimum, all Board and MPO meetings actions,

Title VI and LEP Policies for Transit Service Providers:

Greater Bridgeport Transit: https://gogbt.com/inside-gbt/your-civil-rights/

MTA: http://web.mta.info/mta/title_vi.html

Valley Transit District: https://nvcogct.gov/civil-rights/

notifications, documents, summaries, reports, etc. shall include a statement that translator services may be requested in advance. If a predetermination is made that the meeting and/or action may affect a significant non-English speaking population, the Notification will include a statement, in that language, that translator services may be requested in advance.

The Connecticut Metropolitan Council of Governments continues to translate documents and outreach materials in languages where the need exists. These materials will also be translated to other languages, if requested. Information is also offered in a number of other mediums including:

- Public Meeting Translation Services: Interpreters for any language are available upon request – The request must be received within five (5) or more business days before the Public Meeting.
- Public/Legal Notices in English & Spanish (translation services).
- Outreach Materials in English & Spanish (translation services).
- Increased use of Spanish Social Media Posts such as Twitter Facebook (translation services).
- All documents identified as vital for our LEP languages will be translated via the procurement of an Interpreter and/or Translation services firm.
- For projects that could potentially impact LEP communities, translation services are utilized.

Monitoring, Evaluating & Updating the Limited English Proficiency Plan

The Connecticut Metropolitan Council of Governments will continuously monitor, evaluate and update the Limited English Proficiency Plan to ensure consistency with Title VI requirements. The monitoring of the Limited English Proficiency Plan will include:

Current Language Assistance

- Public Meeting Translation Services: Interpreters for any language are available upon request. The request must be received within five or more business days before the Public Meeting.
- Public/Legal Notices in English & Spanish (translation services).
- Outreach Materials in English & Spanish (translation services).
- Increased use of Spanish Social Media Posts such as Twitter Facebook (translation services).
- Website Translated via Google Translate. For projects that could potentially impact LEP communities, translation services are utilized.

- Annual monitoring of the United States Census Bureau's American Community Survey (ACS) data (5 Year Estimates) to ensure that any changing patterns of LEP Populations will be addressed in the Limited English Proficiency Plan.
- Tracking Requests for Translated Documents via MetroCOG's website, public meetings, etc.
- Collaborating with Community Stakeholders to ensure LEP Populations are aware of notices, meetings, events, etc.
- Ongoing review of Google Translate requests at MetroCOG's website

Appendices

Title VI Notice to the Public

The Connecticut Metropolitan Council of Governments (MetroCOG), the host agency of the Greater Bridgeport Valley Metropolitan Planning Organization (GBVMPO), gives public notice of this policy to assure full compliance with Title VI of the Civil Rights Act of 1964 and all related statues. Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which MetroCOG and the GBVMPO receive Federal financial assistance.

MetroCOG and the GBVMPO offers a variety of resources/services in Spanish and other languages FREE of charge. Services include but are not limited to the following: Oral Interpreters, Written Language Services and Translations of Vital Documents.

To request a copy of our Title VI Program documents or for additional information, including documents in alternative formats in accordance with ADA and LEP regulations, send a request to MetroCOG, in writing via the following methods:

Mail: Mr. Matt Fulda, Executive Director/Ms. Colleen Kelleher, Finance Director, Connecticut Metropolitan Council of Governments, 1000 Lafayette Boulevard, Suite 925, Bridgeport, Connecticut 06604.

E-mail: info@ctmetro.org

Any person who believes that he or she has, individually, or as a member of any specific class of persons, has been excluded from participation in, been denied the benefits of, or otherwise subjected to discrimination under any Connecticut Metropolitan Council of Governments or Greater Bridgeport Valley Metropolitan Planning Organization service, program or activity, and believes the discrimination is based upon race, color or national origin has the right to file a formal complaint. Title VI complaints may be filed by completing and submitting the Connecticut Metropolitan Council of Government's Title VI Complaint Form which is available at our administrative offices or on our website at www.ctmetro.org.

Complaints will only be accepted in writing and may be filed with **Mr. Matt Fulda, Executive Director Connecticut Metropolitan Council of Governments, 1000 Lafayette Boulevard, Suite 925, Bridgeport, Connecticut 06604, 203-366-5405 or mfulda@ctmetro.org.**

Individuals may also file complaints directly with the Connecticut Department of Transportation (CTDOT), Federal Highway Administration (FHWA), and/or the Federal Transit Administration (FTA).

Connecticut Department of Transportation (CTDOT)
Title VI complaints may be filed directly to:

Title VI Coordinator
Connecticut Department of Transportation
2800 Berlin Turnpike
Newington, CT 06131-7546

Federal Transit Administration (FTA)
Title VI complaints may be filed directly to:

Title VI Program Coordinator
East Building, 5th Floor, TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Federal Highway Administration (FHWA)
Title VI complaints may be filed directly to:

Investigations & Adjudication Team Director
FHWA Office of Civil Rights
1200 New Jersey Avenue, SE,
Suite E-81
Washington, DC 20590

Your Rights Under Title VI of the Civil Rights Act of 1964

The Connecticut Metropolitan Council of Governments (MetroCOG) and the Greater Bridgeport/Valley Metropolitan Planning Organization (GBVMPO) Prohibit Discrimination in its Programs and Activities

Title VI of the Civil Rights Act of 1964, prohibits discrimination on the basis of race, color, or national origin in programs, activities and services receiving federal financial assistance (42 U.S.C. Section 2000d).

Any person who believes that he or she, has been subjected to discrimination prohibited under Title VI of the Civil Rights Act of 1964, may file a discrimination complaint. To obtain additional information about MetroCOG and the GBVMPO Title VI Program or Title VI Complaint process, please go to the Agency's website at www.ctmetro.org. If information is needed in another language, please contact MetroCOG at 203-366-5405. Language assistance is provided at no cost to the public.

Title VI complaints may be submitted in writing directly to MetroCOG :

Mr. Matt Fulda, Executive Director
Connecticut Metropolitan Council of Governments
1000 Lafayette Boulevard, Suite 925
Bridgeport, Connecticut 06604

phone: 203-366-5405 e-mail: mfulda@ctmetro.org.

MetroCOG will provide the written complaint and form to CTDOT at the address below.

Individuals may also file complaints directly with the Connecticut Department of Transportation (CTDOT), Federal Highway Administration (FHWA), and/or the Federal Transit Administration (FTA).

Connecticut Department of Transportation (CTDOT)
Title VI complaints may be filed directly to:

Title VI Coordinator
Connecticut Department of Transportation
2800 Berlin Turnpike
Newington, CT 06131-7546

Federal Transit Administration (FTA)
Title VI complaints may be filed directly to:

Title VI Program Coordinator
East Building, 5th Floor, TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Federal Highway Administration (FHWA)
Title VI complaints may be filed directly to:

Investigations & Adjudication Team Director
FHWA Office of Civil Rights
1200 New Jersey Avenue, SE, Suite E-81
Washington, DC 20590

Language assistance may be requested by contacting the Connecticut Metropolitan Council of Governments at (203) 366-5405. Language assistance is provided at no cost to the public.

Title VI Complaint Form

Section I

Name: _____

Street Address: _____

City/State/Zip: _____

Phone: _____ E-mail: _____

Section II

Are you filing this complaint on your own behalf?

Yes* ☐ ***If you answered "yes", please skip ahead to Section III**

No ☐ If you answered "no", please provide the name and relationship of the person for whom you are complaining:

_____

Please explain why you have filed for a third party: _____

_____

_____

If you are filing on behalf of a third party, please confirm that you have obtained the permission of the aggrieved party: Yes ☐ No ☐

Section III

I believe the discrimination I experienced was based on:
(please check all that apply)

Race ☐ Color ☐ National Origin ☐

Please provide the date(s) and location of the alleged discrimination and, if known, the name(s) of the individual(s) who allegedly discriminated against you, including their titles:

_____

_____

_____

Please provide the names of any witnesses and contact information:

_____

_____

_____

Please explain as briefly and as clearly as possible what happened, how you feel that you were discriminated against and who was involved. Please include how other persons were treated differently from you:

Section IV

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes* ☐
No ☐

*If you answered "yes", please check all that apply & the filing date

☐ Federal Agency: _____
☐ State Agency: _____
☐ Local Agency: _____
☐ Federal Court: _____
☐ State Court: _____

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

Name: _____ Title: _____

Street Address: _____

City/State/Zip: _____

Phone: _____ E-mail: _____

Section V

I have reviewed the above charge and that it is true to the best of my knowledge.

Signature : _____ Date: _____

Please print name: _____

Please use additional sheets of paper if necessary and include any written materials pertaining to your complaint.

Deliver, mail or e-mail this form to:

Mr. Matt Fulda, Executive Director
Connecticut Metropolitan Council of Governments
1000 Lafayette Boulevard, Suite 925
Bridgeport, Connecticut 06604
E-mail: mfulda@ctmetro.org

MetroCOG will provide this form to:

Title VI Coordinator,
Connecticut Department of Transportation
2800 Berlin Turnpike
Newington, CT 06131-7546

Language assistance may be requested by contacting the Connecticut Metropolitan Council of Governments at (203) 366-5405. Language assistance is provided at no cost to the public.

Title VI Complaint Log

No.	Date of Complaint	Summary of Allegation	Status of Investigation	Lawsuit or Complaint	Action Taken	Final Disposition

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Front

Voluntary Title VI Public Involvement Survey

Completing this form is voluntary but encouraged. **You are not required to provide the information requested to participate in this meeting.**

Zip Code	Male or Female	White	African American	Hispanic/ Latino	Asian	Native American	2 or More Races	Other

Meeting Purpose	Location of Meeting	Date

See other side for more information

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Back

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Connecticut Metropolitan Council of Governments

Title VI of the Civil Rights Act of 1964 requires the Connecticut Metropolitan Council of Governments (MetroCOG) to provide opportunity for everyone to comment on transportation planning and activities that may affect their community. Title VI of the Civil Rights Act of 1964 specifically states that "No person in the United States shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination under any program, service, or activity receiving federal financial assistance."

You are not required to complete this survey. Submittal of information is voluntary. By completing this form, you are helping the MetroCOG comply with Title VI and related statutes, which require the collection of statistical data to aid in assessing MetroCOG's outreach efforts among those who are affected or interested in this project. Staff from MetroCOG will handle all information confidentially. Please e-mail Matt Fulda, Executive Director at mfulda@ctmetro.org if you have any questions or concerns regarding this form.

1000 Lafayette Boulevard, Suite 925, Bridgeport, CT 06604 203-366-5405 www.ctmetro.org

See other side for survey

Council & MPO Membership

Connecticut Metropolitan Council of Governments (MetroCOG):

Each member municipality appoints representatives to serve as the governing body of the Connecticut Metropolitan Council of Governments (MetroCOG). Totaling six members, the Board is comprised of a CEO representing each city or town. Each city or town's Mayor or First Selectman acts as the CEO for that municipality. Current Members of the Board are:

- Mayor Joseph Ganim, Bridgeport
- First Selectman David Bindelglass, Easton
- First Selectwoman Brenda L. Kupchick, Fairfield
- First Selectman Ken Kellogg, Monroe
- Mayor Laura Hoydick, Stratford
- First Selectman Vicki A. Tesero, Trumbull

The Connecticut Metropolitan Council of Governments conducts the transportation planning for both the Greater Bridgeport and the Valley Regions of Connecticut through the consolidated Greater Bridgeport and Valley Metropolitan Planning Organization (GBVMPO).The remainder of the Valley Region governance remains autonomous from the Greater Bridgeport Region via the Naugatuck Valley Council of Governments (NVCOG).

Greater Bridgeport and Valley Metropolitan Planning Organization (GBVMPO)

The membership of the GBVMPO consists of representatives from 14 municipalities and organizations, as follows:

Chief Elected Officials of:

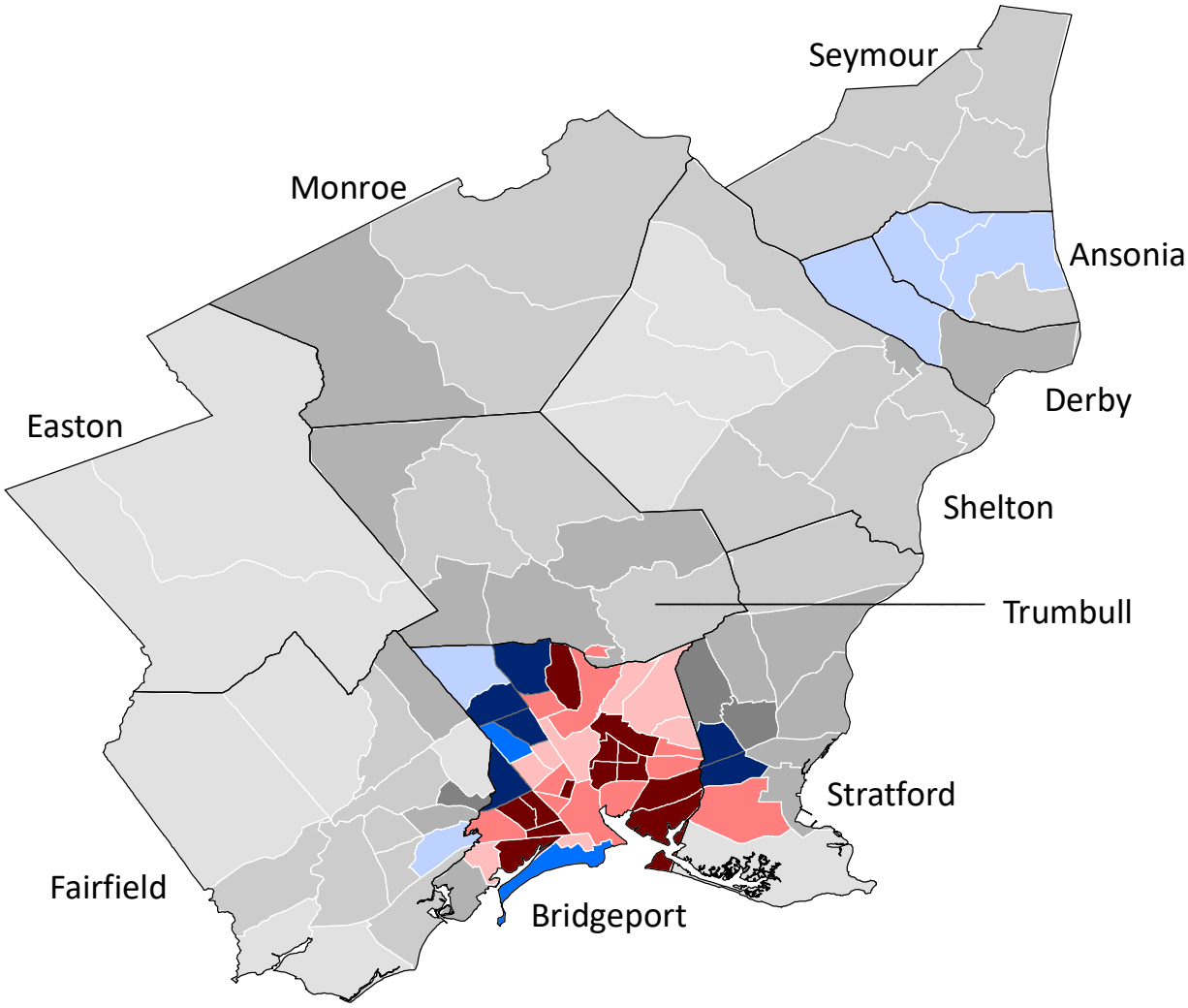
- Ansonia
- Bridgeport
- Derby
- Easton
- Fairfield
- Monroe
- Seymour
- Shelton
- Stratford
- Trumbull

Chairperson of:

- Greater Bridgeport Transit (GBT)
- Valley Transit District (VTD)

Total Minority Population

Percent of All Minority Population by Census Tract



N

<10%	10% - 20%	20% - 30%	30% - 40%	40% - 50%	50% - 60%
60% - 70%	70% - 80%	80% - 90%	90% - 95%		

0 1.5 3 6 Miles

Demographic and Housing Estimates US Census, ACS 2020

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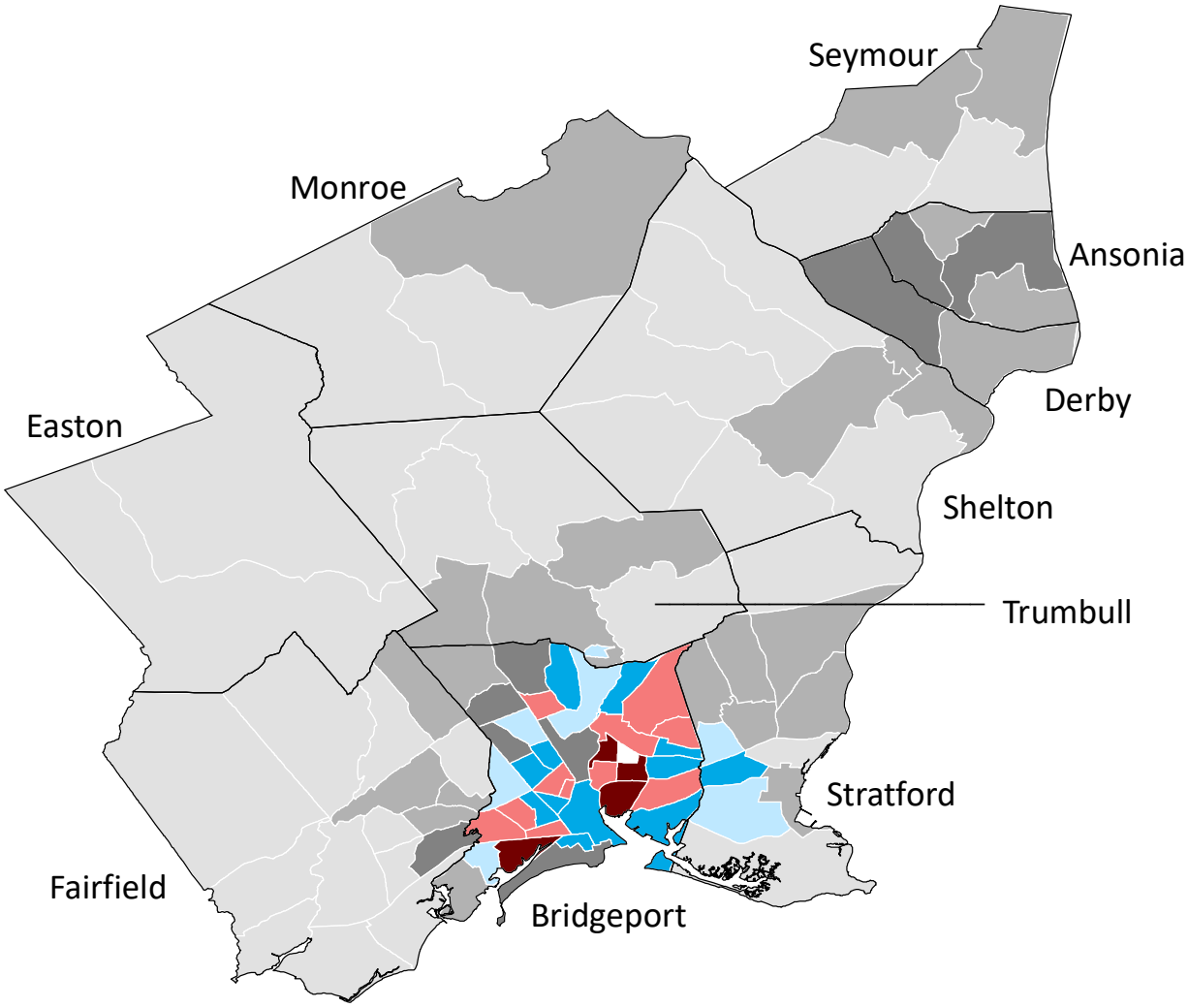
Connecticut Metropolitan Council of Governments

Hispanic/Latino Population

Percent of Hispanic/Latino Population by Census Tract



0 1.5 3 6 Miles

N

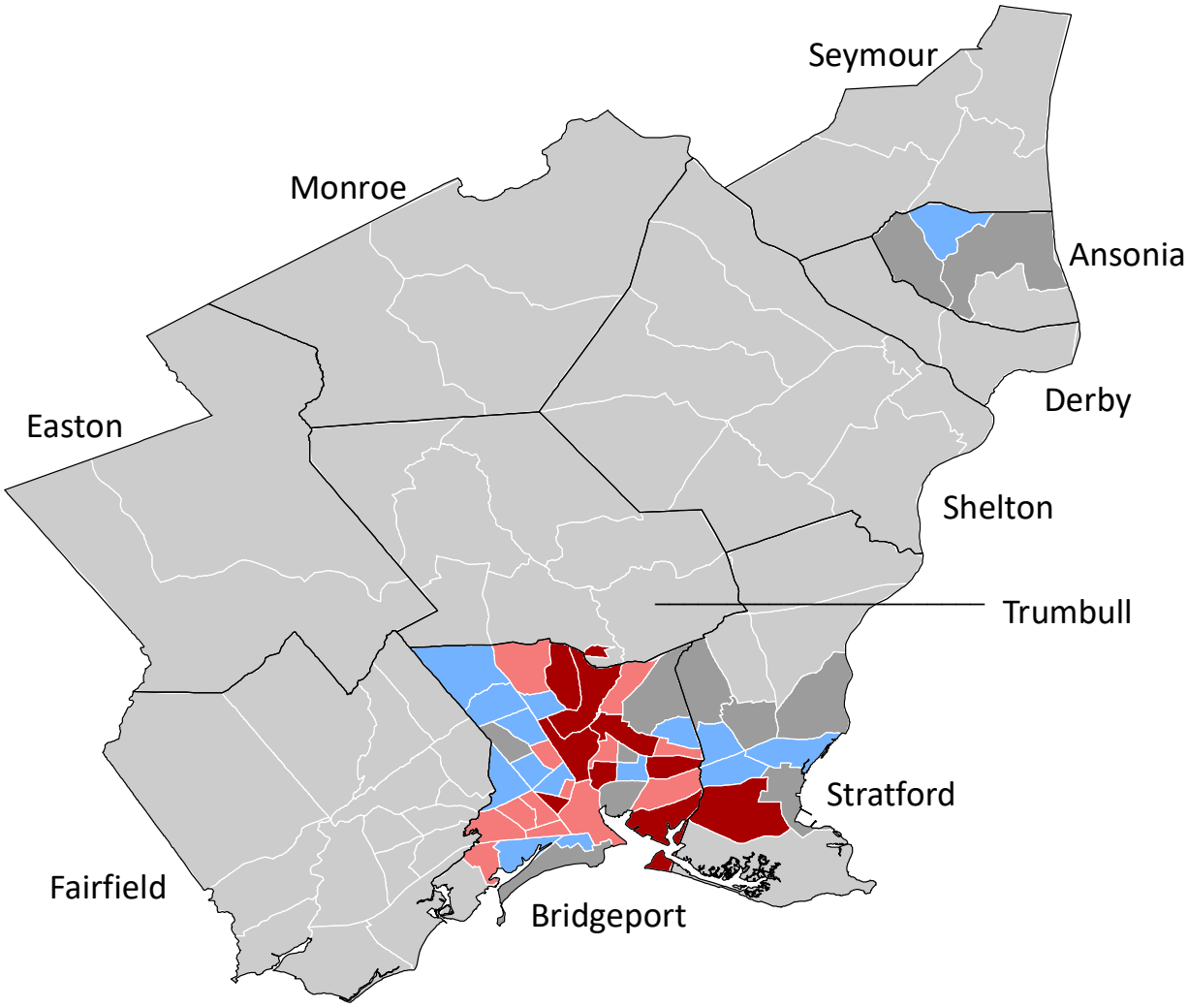
<10%	40%-50%
10%-20%	50%-60%
20%-30%	60%-71%
30%-40%	

METROCOG
Connecticut Metropolitan Council of Governments

Demographic and Housing Estimates US Census, ACS 2020

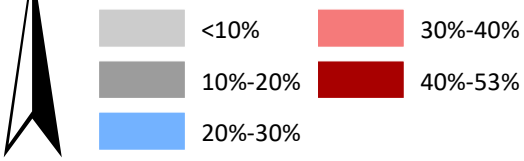
African American Population

Percent of African American Population by Census Tract



0 1.5 3 6 Miles

N

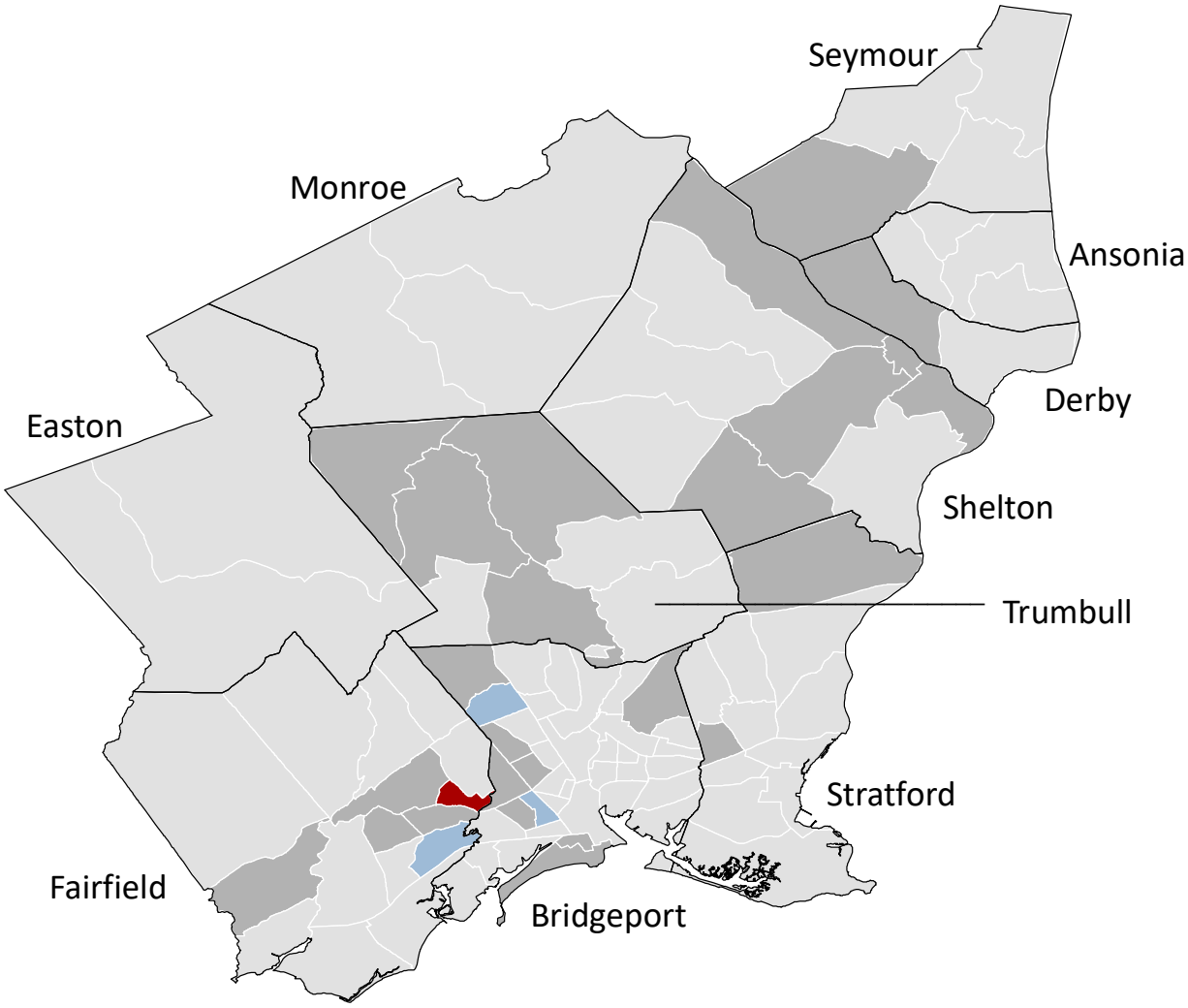


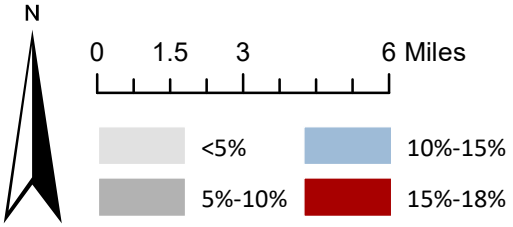
METROCOG
Connecticut Metropolitan Council of Governments

Demographic and Housing Estimates US Census, ACS 2020

Asian Population

Percent of Asian Population by Census Tract





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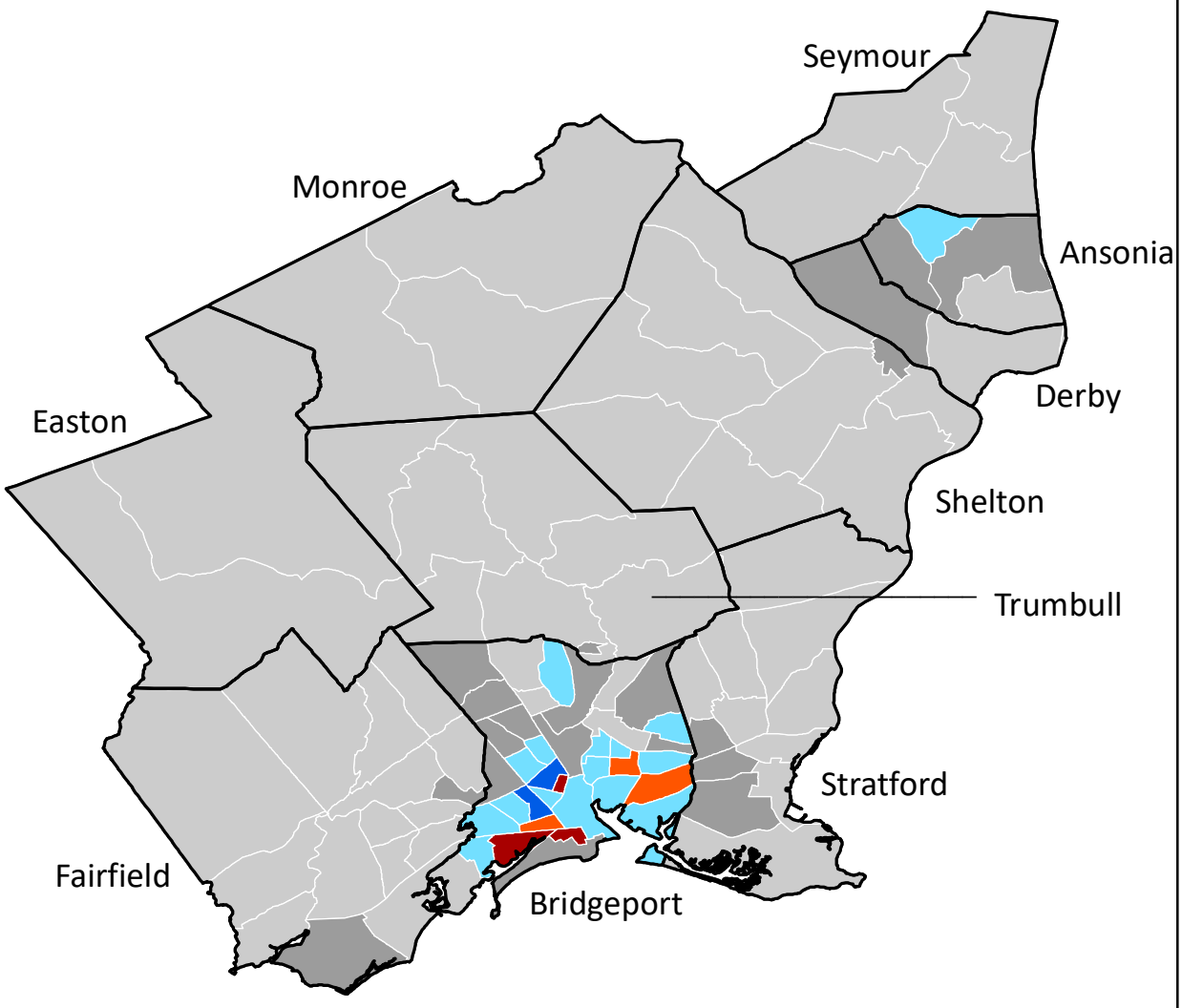
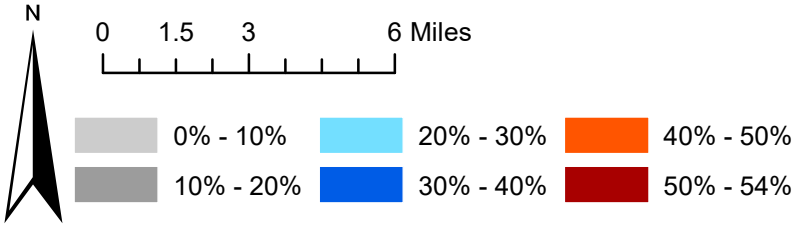
Demographic and Housing Estimates US Census, ACS 2020

Percent of Population in Poverty by Census Tract

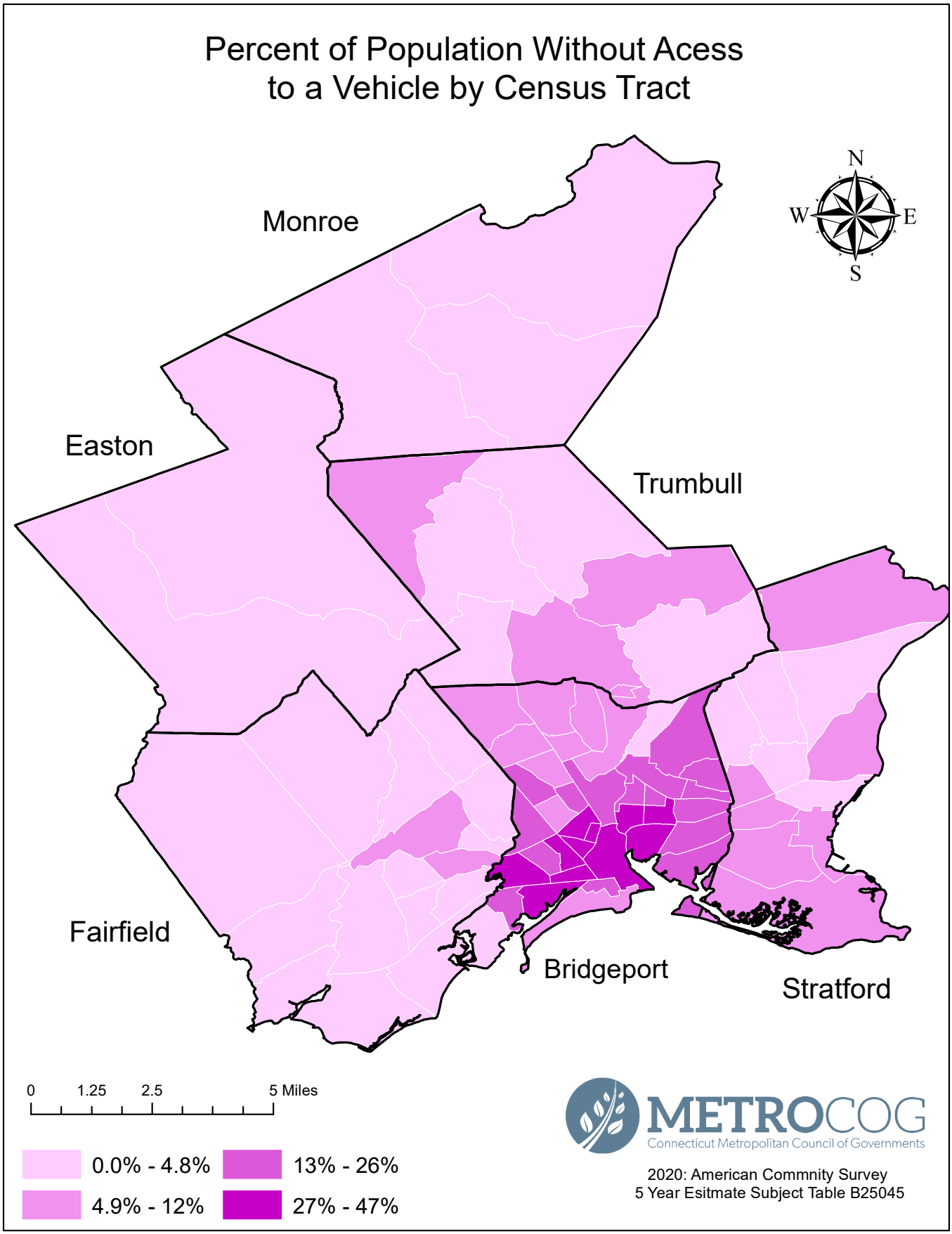
Income in the past 12 months below the povery level

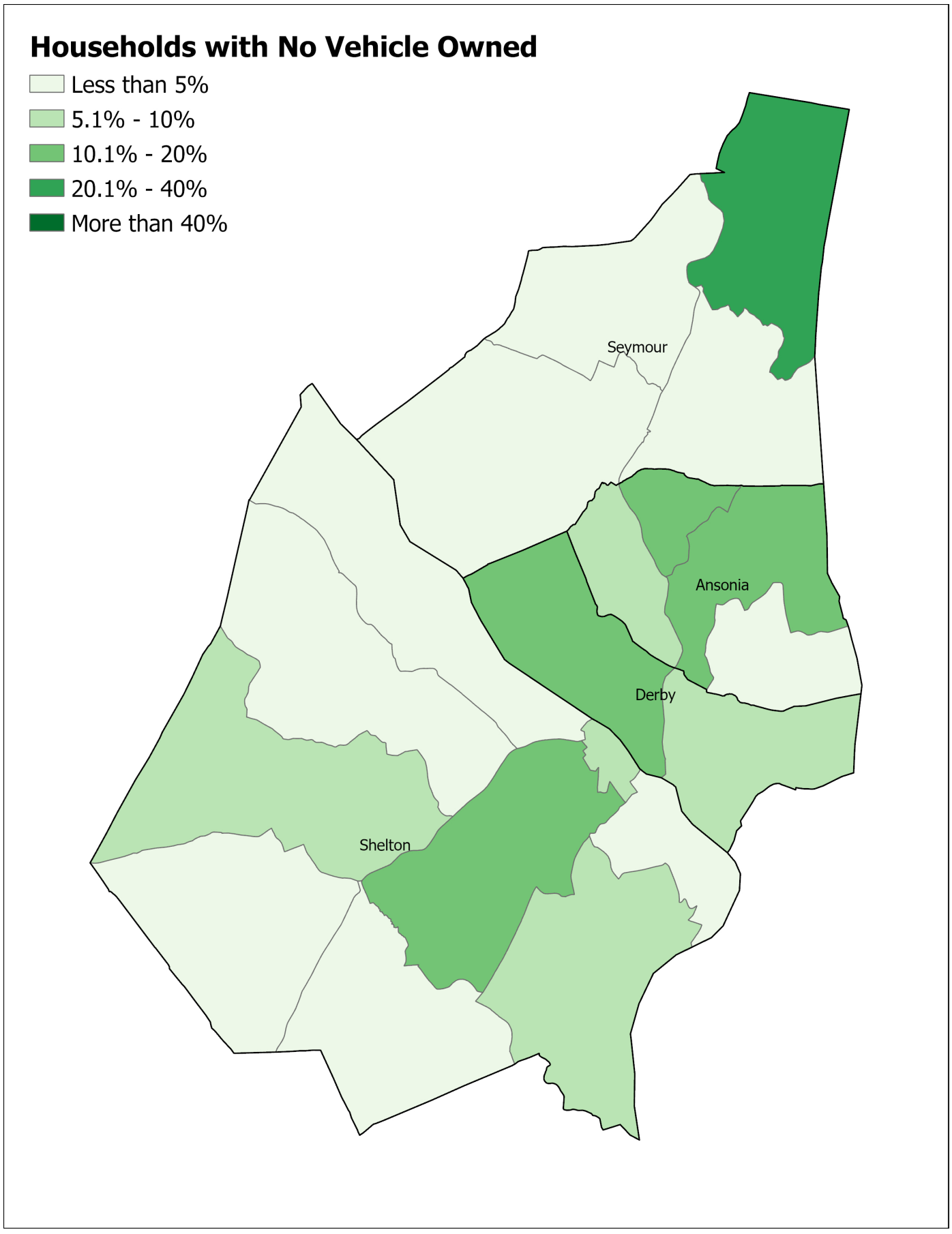


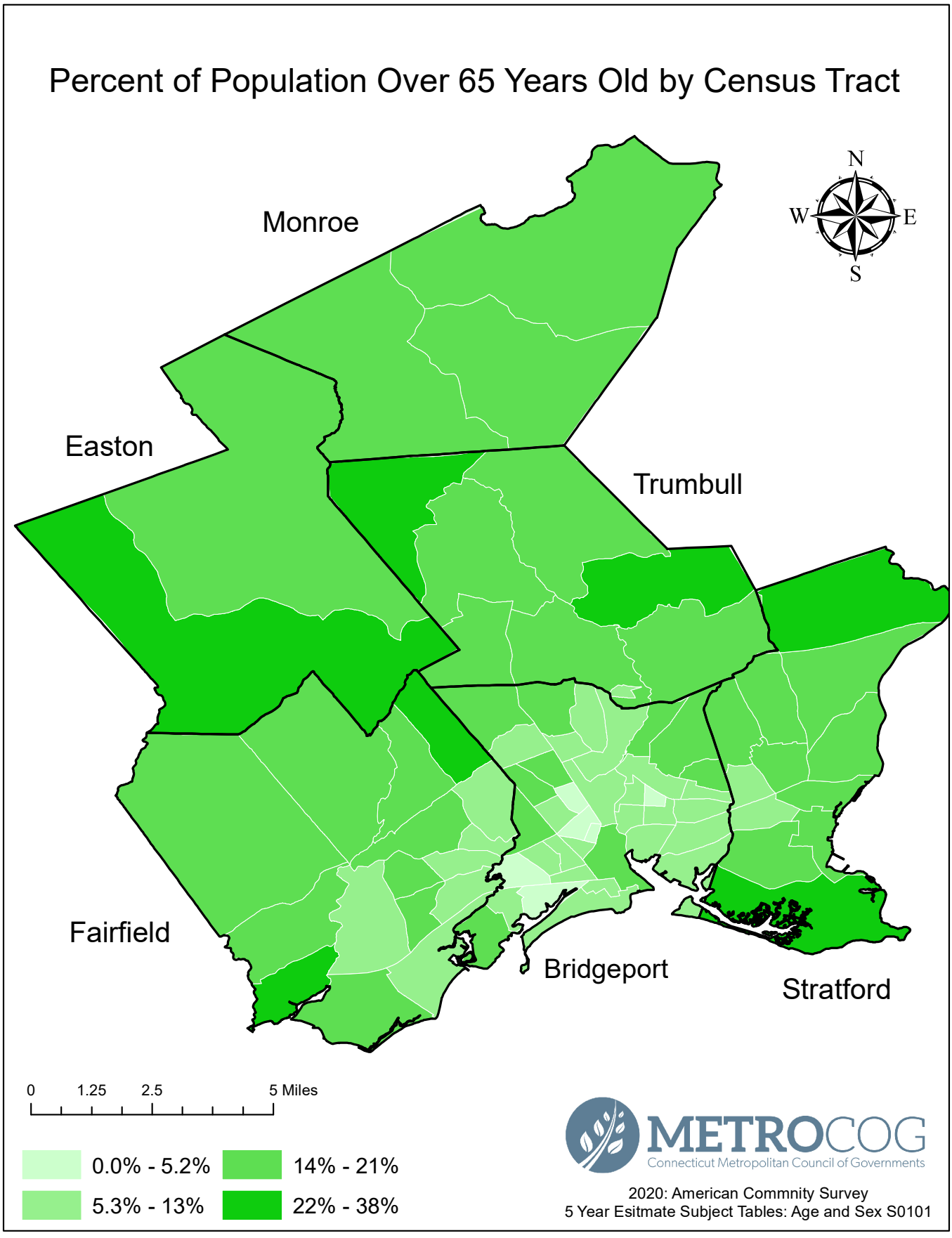


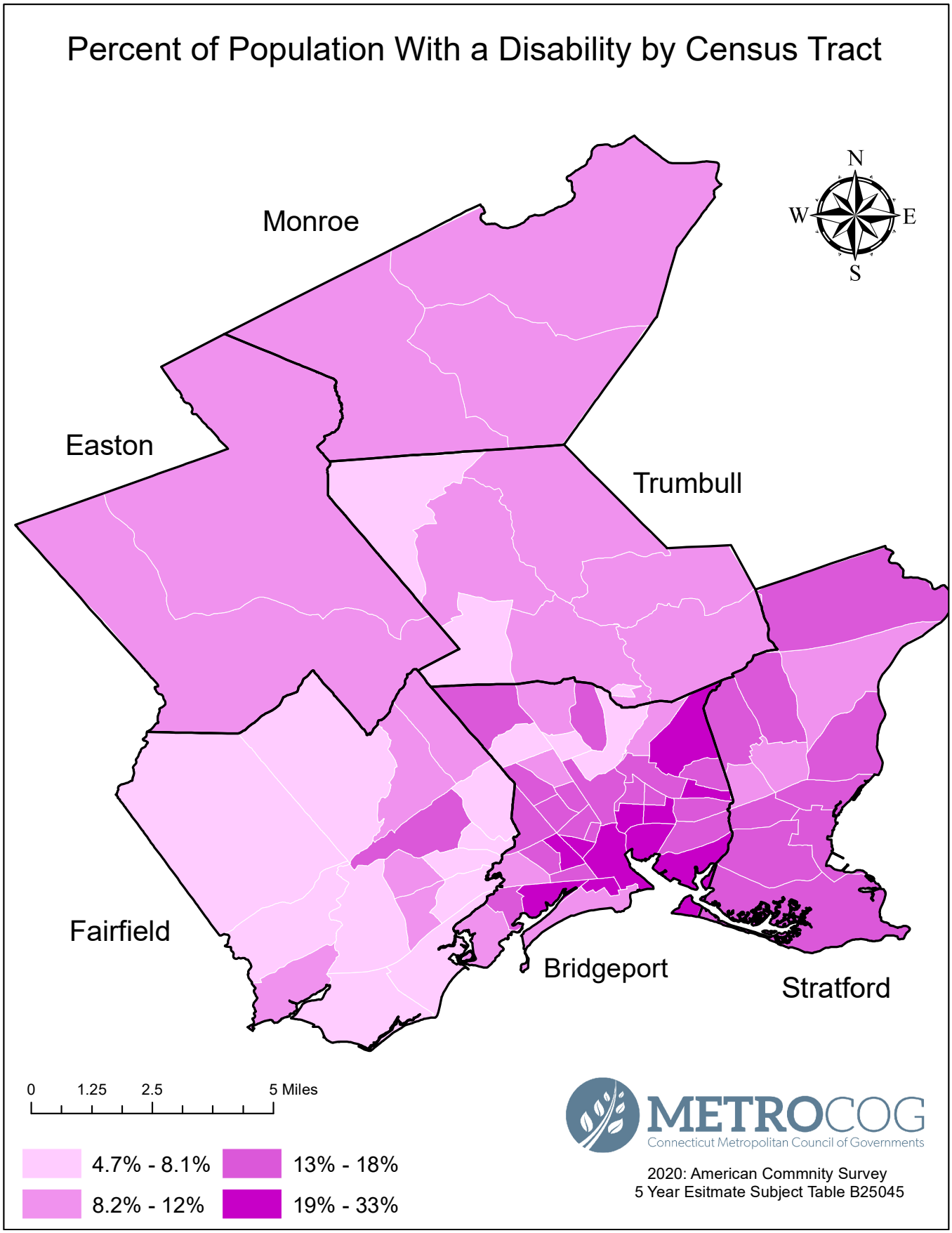
METROCOG
Connecticut Metropolitan Council of Governments

Source: US Census, ACS 2020


Percent of Population Without Acess
to a Vehicle by Census Tract
Monroe
Easton
Trumbull
Fairfield
Bridgeport
Stratford
N
W
E
S
0
1.25
2.5
5 Miles
0.0% - 4.8%
4.9% - 12%
13% - 26%
27% - 47%
METROCOG
Connecticut Metropolitan Council of Governments
2020: American Commnity Survey
5 Year Esitmate Subject Table B25045


Households with No Vehicle Owned
Less than 5%
5.1% - 10%
10.1% - 20%
20.1% - 40%
More than 40%
Seymour
Ansonia
Derby
Shelton


Percent of Population Over 65 Years Old by Census Tract
Monroe
Easton
Trumbull
Fairfield
Bridgeport
Stratford
N
W
E
S
0
1.25
2.5
5 Miles
0.0% - 5.2%
5.3% - 13%
14% - 21%
22% - 38%
METROCOG
Connecticut Metropolitan Council of Governments
2020: American Commnity Survey
5 Year Esitmate Subject Tables: Age and Sex S0101


Percent of Population With a Disability by Census Tract
Monroe
Easton
Trumbull
Fairfield
Bridgeport
Stratford
N
W
E
S
0
1.25
2.5
5 Miles
4.7% - 8.1%
8.2% - 12%
13% - 18%
19% - 33%
METROCOG
Connecticut Metropolitan Council of Governments
2020: American Commnity Survey
5 Year Esitmate Subject Table B25045

Stakeholder & Contact Lists

Agencies, organizations and individuals from e-mail group lists maintained by MetroCOG. The list is periodically updated and subject to change.

Local & State Stakeholders

Bicycle & Pedestrian Advocates

- Bike Walk Connecticut
- East Coast Greenway Alliance
- Fairfield Bicycle Pedestrian Committee Members
- Fairfield's Representative Town Meeting Members
- Stratford Planning Commission Members

Business Community

- Bridgeport Regional Business Council
- Bridgeport Economic Development Corporation
- Bridgeport Downtown Special Services District
- Fairfield County Business Council
- Fairfield Chamber of Commerce

Community-Based Organizations

- Big Brother Big Sisters of Southwestern Connecticut
- Bridgeport YMCA
- Bridgeport YMCA/Ralphoa Taylor Community Center
- Bridgeport Neighborhood Trust
- Capital for Change
- International Institute of Connecticut, Inc
- Recovery Network of Programs-Prospect House Shelter & SRO Units

Local & State Stakeholders

Conservation

- Beardsley Zoo
- Connecticut Fund for the Environment
- Groundwork Bridgeport
- The Nature Conservancy

Education*

- Housatonic Community College
- University of Bridgeport
- Fairfield University
- Sacred Heart University

Elderly & Disabled Organizations

- Access Independence
- Southwestern CT Agency on Aging
- The Kennedy Center

Employment

- The Workplace

Faith-Based Organizations

- Bethel African Methodist Episcopal Church
- The Council of Churches of Greater Bridgeport

Hospitals*

- Bridgeport Hospital
- St. Vincent's Hospital

Regional Policy & Planning

- Regional Plan Association

Local & State Stakeholders

Transportation

- Bridgeport & Port Jefferson Steamboat Company
- CTRides
- Greater Bridgeport Transit
- Motor Transport Association of Connecticut
- Transit for Connecticut
- Tri-State Transportation Campaign
- Valley Transit District

Media*

Daily

- CTPost

Weekly

- Easton Courier/Aspetuck News
- El Sol (Spanish)
- Fairfield Sun
- Fairfield Citizen
- Monroe Sun
- The Bridgeport News
- Trumbull Times

*pending email availability

Municipal Departments

City of Bridgeport

- Department on Aging
- Engineering Department
- Harbormaster
- Health & Social Services Department
- Neighborhood Revitalization Zones (NRZs)
- Office of Planning & Economic Development
- Sikorsky Memorial Airport

Town of Easton

- Easton Senior Center
- Engineering
- Town Planning

Town of Fairfield

- Conservation
- Economic Development
- Engineering
- Health Department
- Social Services (Senior Center)
- Town Plan & Zoning Department

Town of Monroe

- Community & Social Services (Senior Center)
- Engineering
- Health Department
- Planning & Zoning Department

Town of Stratford

- Conservation Department
- Economic Development
- Engineering
- Planning & Zoning
- Senior Center

Municipal Departments

Town of Trumbull

- Economic & Community Development
- Engineering
- Health Department
- Human Services (Senior Center)
- Planning & Zoning

Libraries*

- Bridgeport Public Library
- Easton Public Library
- Edith Wheeler Memorial Library (Monroe)
- Fairfield Public Library
- Stratford Library Association
- The Trumbull Library System

State & Regional Agencies

COGs & MPOs

- Naugatuck Valley Council of Governments (NVCOG)
- New York Metropolitan Transportation Commission (NYMTC)
- South Central Regional Council of Governments (SCRCOG)
- Western Connecticut Council of Governments (WestCOG)

State of Connecticut

- Connecticut Port Authority
- Department of Transportation
- Office of Policy & Management, Office of Responsible Growth
- Office of Tourism
- State Historic Preservation Office

Language Groups by Population in the Greater Bridgeport Region

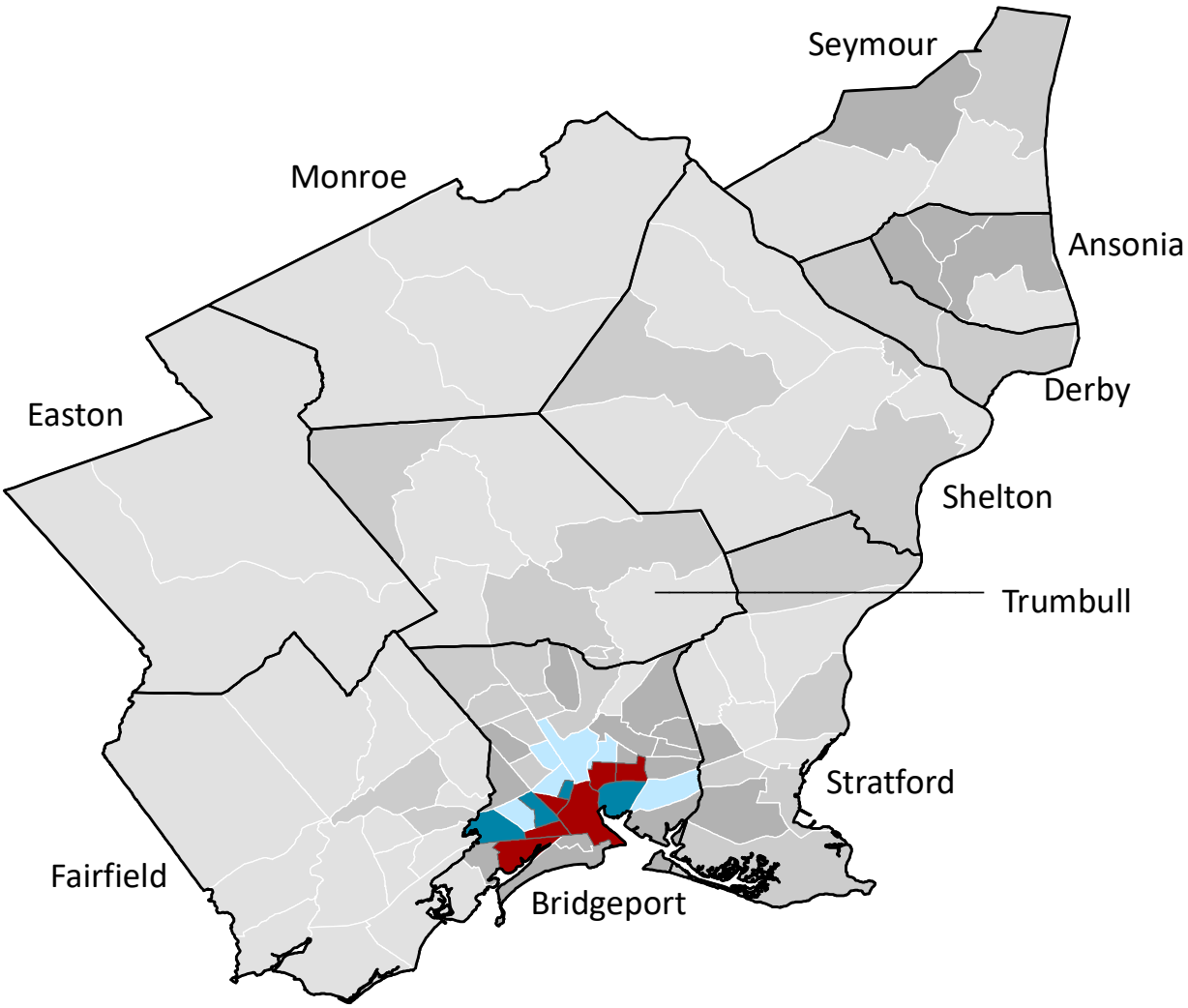
Language	Region's Population	Percent
Speak only English	277094	71.31
Spanish	64671	16.64
German or other West Germanic languages	974	0.25
Russian Polish or other Slavic languages	4793	1.23
Other Indo-European languages	20868	5.37
Korean	509	0.13
Chinese (incl. Mandarin Cantonese)	1855	0.48
Vietnamese	1429	0.37
Tagalog (incl. Filipino)	529	0.14
Other Asian and Pacific Island languages	2364	0.61
Arabic	1647	0.42
French (inc. Cajun)	7544	1.94
Other and unspecified languages	4288	1.10
Total Non-English Language Speakers	111,471	28.69%

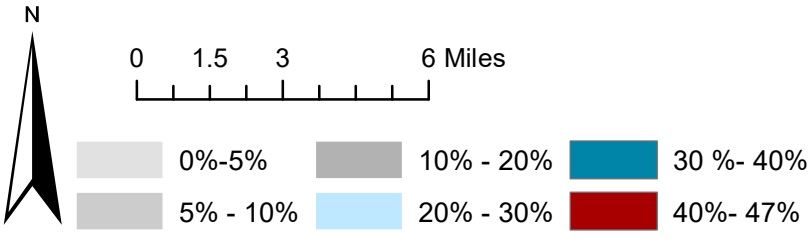
"English Less than Very Well" in the Greater Bridgeport Region

Language	Total Population	Speaks English "Less than Very Well"
Spanish	64671	28516
German or other West Germanic languages	974	41
Russian Polish or other Slavic languages	4793	1839
Other Indo-European languages	20868	7991
Korean	509	275
Chinese (incl. Mandarin and Cantonese)	1855	1146
Vietnamese	1429	814
Tagalog (incl. Filipino)	529	281
Other Asian and Pacific Island languages	2364	854
Arabic	1647	732
French (inc. Cajun)	7544	2474
Other and unspecified languages	4288	786
Total	111471	45749
Percentage of Residents Who Speak English "Less than Very Well"		11.77%

Limited English Proficiency: All Languages

Percent of all LEP Persons by Census Tract





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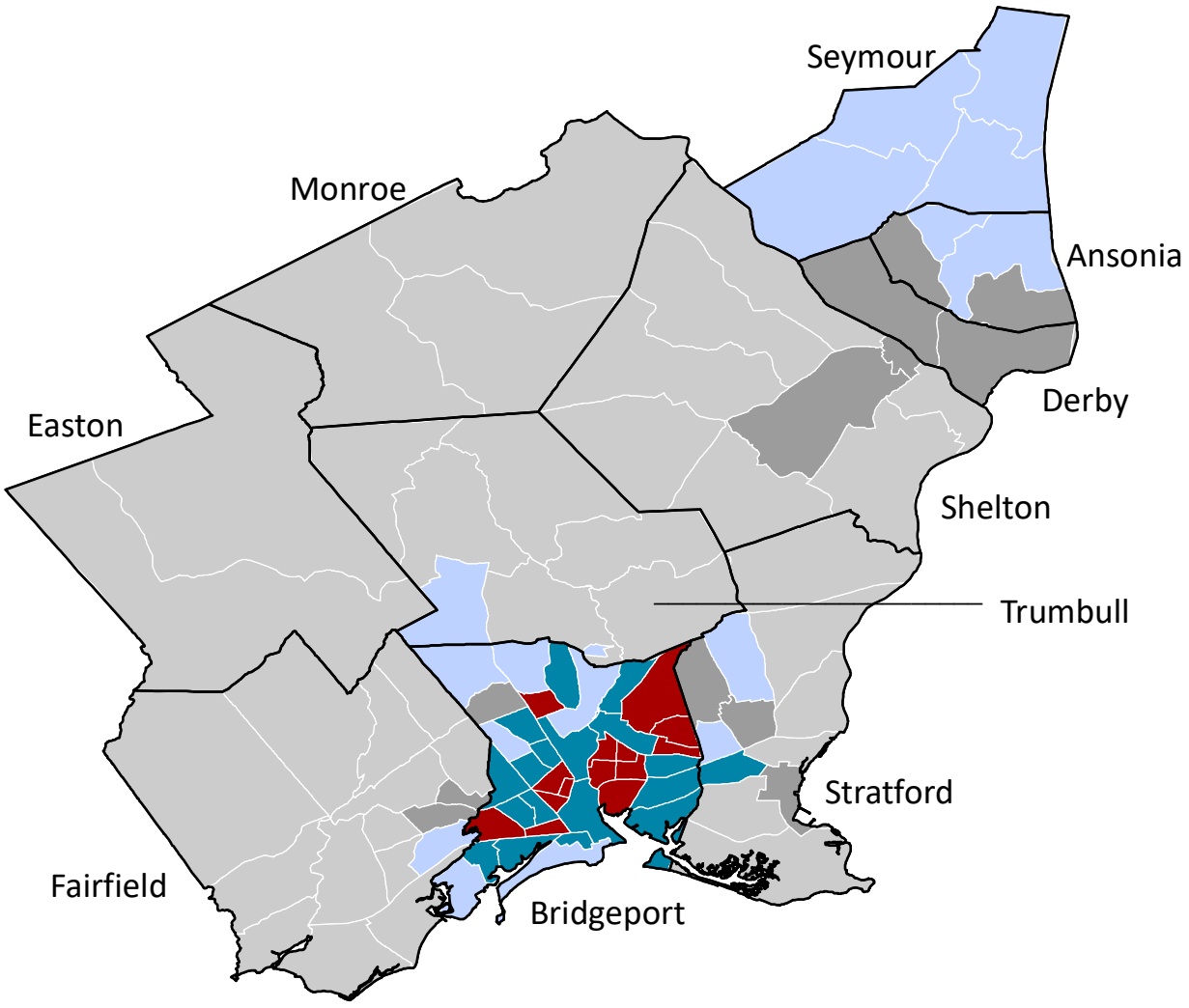
Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well. Source: US Census, ACS 2016-2020.

Limited English Proficiency: Spanish Language

Percent of LEP Spanish Speakers by Census Tract



0 1.5 3 6 Miles

N

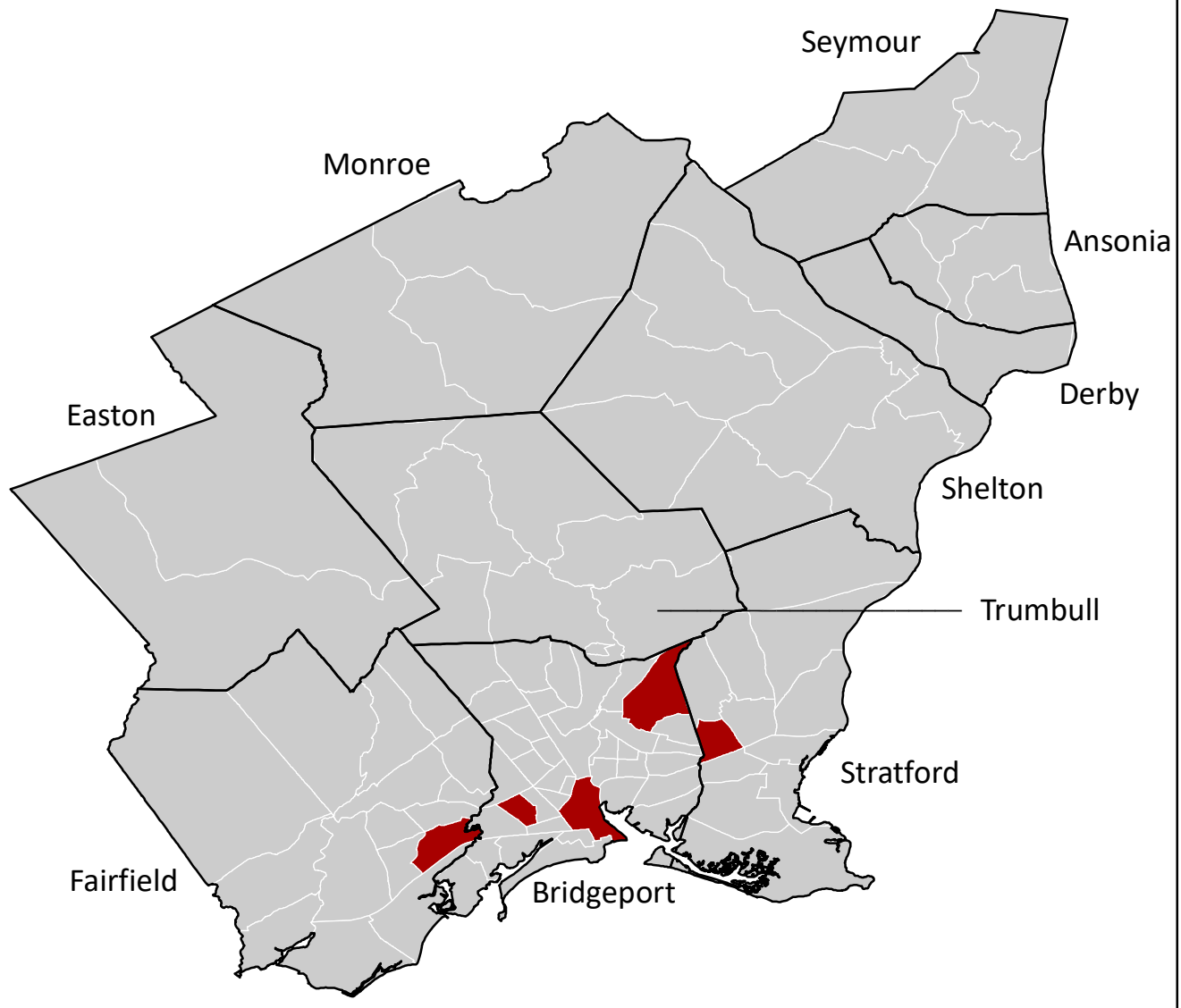
Boundaries
< 2.5%
2.5% - 5%
5%- 10%
10%- 20%
20%-34%

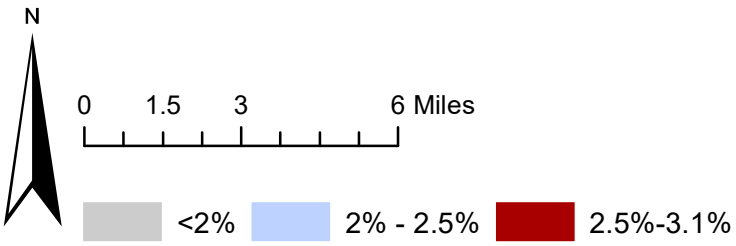
METROCOG
Connecticut Metropolitan Council of Governments

Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well.
Source: US Census, ACS 2016-2020.

Limited English Proficiency: Chinese (includes Mandarin & Cantonese)

Percent of LEP Chinese (includes Mandarin & Cantonese) by Census Tract



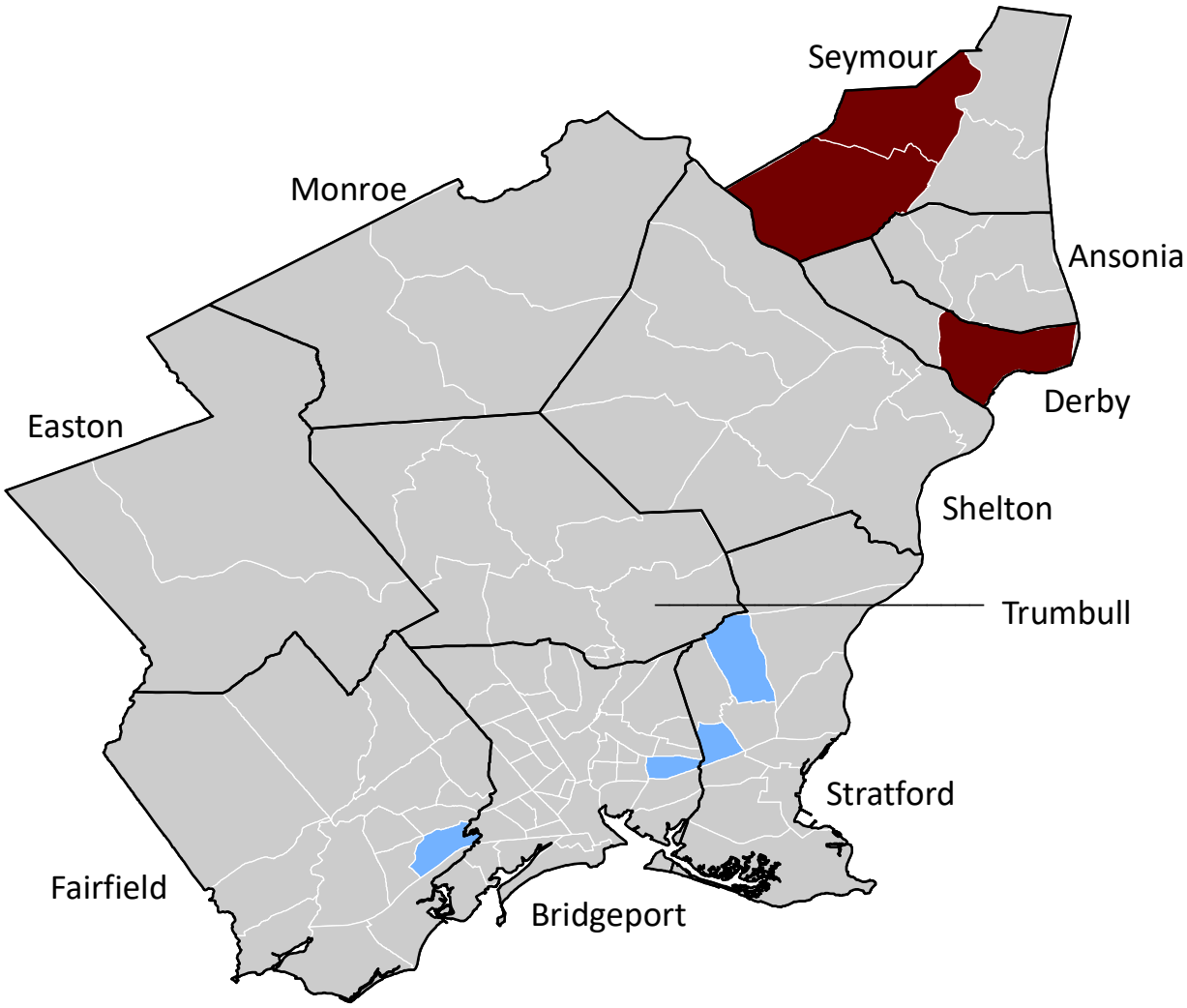


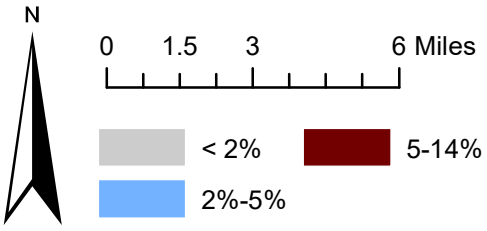
METROCOG
Connecticut Metropolitan Council of Governments

Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well.
Source: US Census, ACS 2016-2020.

Limited English Proficiency: Russian, Polish, or other Slavic Languages

Percent of LEP Russian, Polish, or other Slavic Speakers by Census Tract



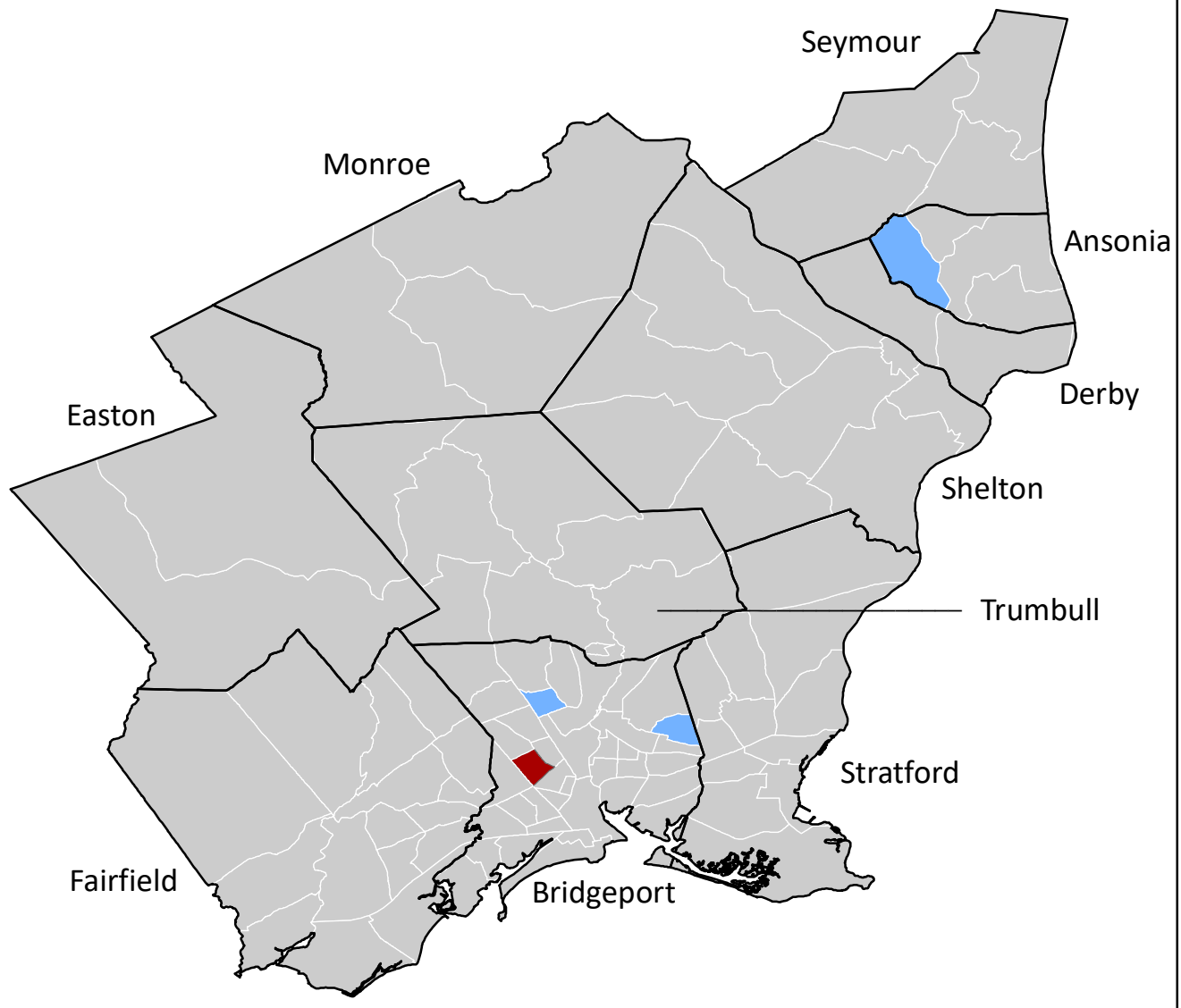


METROCOG
Connecticut Metropolitan Council of Governments

Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well.
Source: US Census, ACS 2016-2020.

Limited English Proficiency: Vietnamese

Percent of LEP Vietnamese by Census Tract

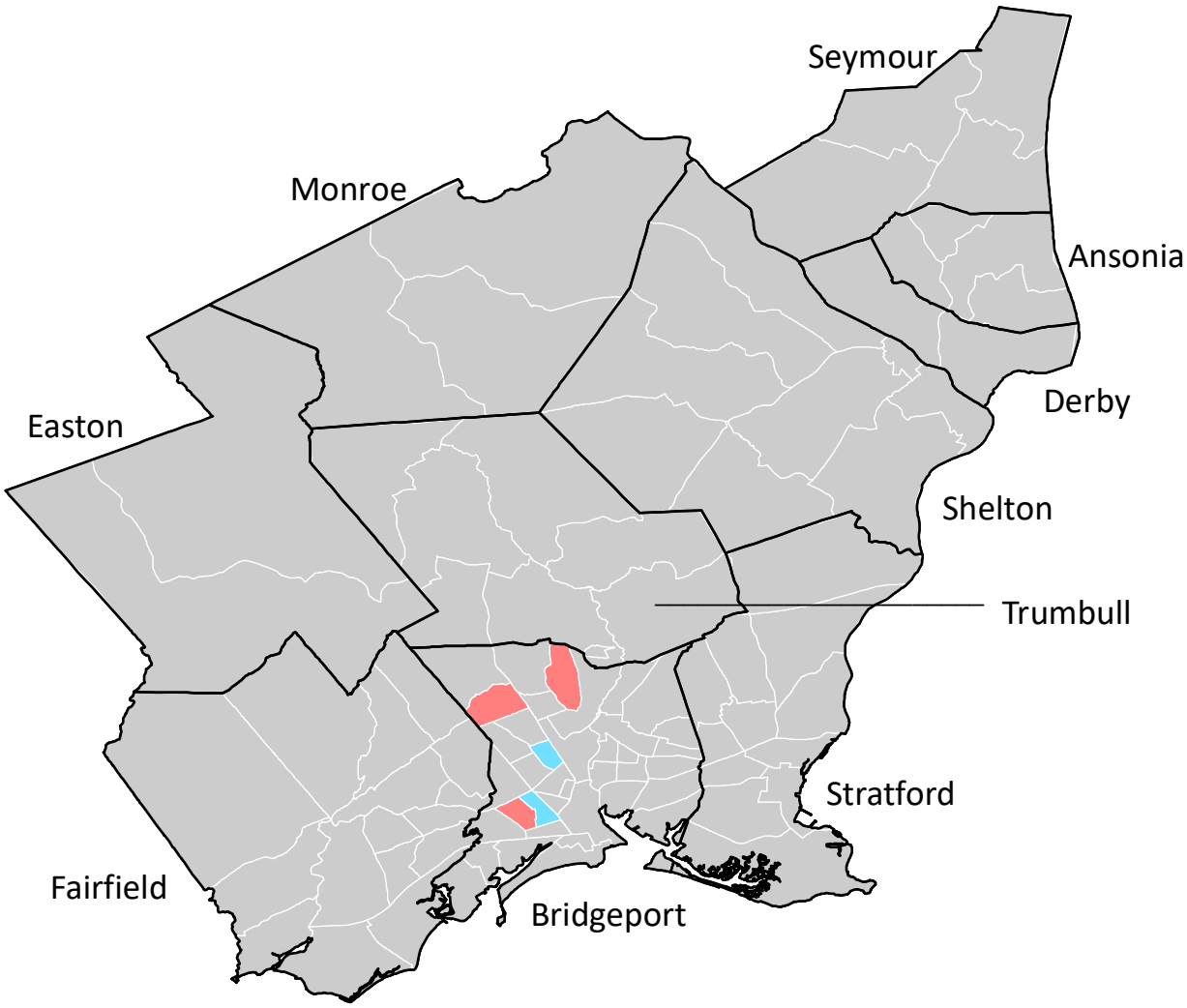


METROCOG
Connecticut Metropolitan Council of Governments

Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well.
Source: US Census, ACS 2016-2020.

Limited English Proficiency: French, Haitain, or Cajun

Percent of LEP French, Haitian, or Cajun



N

0 1.5 3 6 Miles

< 2.5%

3.5% - 4.9%

2.5% - 3.5%

METROCOG
Connecticut Metropolitan Council of Governments

Language spoken at home by ability to speak English for the population 5 and over. Limited English Proficiency is defined by speaking English less than very well. Source: US Census, ACS 2016-2020.

Public Outreach Process: PLACEHOLDER

- Legal Notice: Will be Posted in CTPost and *ElSol* in early December.
- Will present plans at upcoming GBVMPO meeting
- E-mail notice to list of stakeholders (in plan)
- Physical copies at MetroCOG and NVCOG
- Posted to MetroCOG and NVCOG's website and social media accounts
- Public meeting: Date TBD.

Public Comments & MetroCOG Responses:

Will be updated upon completion of Public Comment Period.

Placeholder for Resolution

Placeholder for Resolution

Acknowledgments

Council of Governments

City of Bridgeport:

Mayor Joseph P. Ganim

Town of Easton:

First Selectman
David Bindelglass

Town of Fairfield:

First Selectwoman
Brenda L. Kupchick

Town of Monroe:

First Selectman Kenneth Kellogg
Chair

Town of Stratford:

Mayor Laura Hoydick
Vice Chair

Town of Trumbull:

First Selectman Vicky Tesoro
Secretary

MetroCOG Staff

Patrick Carleton, Deputy Director

Lawrence Ciccarelli,
Administrative Services Director

Devin Clarke, Senior Transportation Planner

Matthew Fulda, Executive Director

Mark Hoover, GIS Director

Colleen Kelleher, Finance Director

Lindsay Naughton, Regional Planner

Hannah Reichle, Regional Planner

Robert F. Kulacz, P.E., Engineer

Meghan A. Sloan, Planning Director

The Connecticut Metropolitan Council of Governments (MetroCOG) in cooperation with the Region's stakeholders, developed the Title VI Program and Limited English Proficiency Plan..

MetroCOG staff are entirely responsible for the design and format of this report, using a style guide developed through SRMC (Susan Rubinsky Marketing Consulting). The opinions, findings and conclusions expressed in this publication are those of MetroCOG and do not necessarily reflect the official views or policies of the federal and state agencies through which MetroCOG is funded.

METROCOG

Connecticut Metropolitan Council of Governments