



# CHAPTER 2

## GENERAL REPORTING REQUIREMENTS

## **2.1 ANNUAL TITLE VI CERTIFICATIONS AND ASSURANCES**

The MPO's FTA and FHWA Title VI assurances for FFY 2017 may be found at the beginning of this document.

## **2.2 NOTICE OF NON-DISCRIMINATION RIGHTS AND PROTECTIONS TO BENEFICIARIES**

Title 49 Code of Federal Regulations (CFR) Section 21.9(d) requires recipients to provide information to the public regarding the recipient's obligations under USDOT Title VI regulations and to apprise members of the public of the protections against discrimination afforded to them by Title VI. The MPO notice, updated in 2015 and adapted from a MassDOT prototype, is reproduced in Appendix C. It includes translations of the following statement into seven languages (including simplified and traditional Chinese) in accordance with MassDOT's request: "If this information is needed in another language, please contact the Boston Region MPO's Title VI Specialist at 857-702-3700." These are displayed on the MPO's website and in multiple locations within MPO offices where members of the public likely would see them. The MPO website also contains translations of the full state and federal notices into seven languages. Links to the web version are also accessible through the MPO's standard email communications regarding vital documents and communications, which include, but are not limited to, notifications about public comment periods for certification documents and MPO-sponsored meetings. Should analysis by MPO staff show the need to include other languages, this notice will be updated accordingly.

## **2.3 MPO ENDORSEMENT**

The MPO's endorsement is located at the front of the of the document. Please note that the text of the endorsement is not accessible to individuals with low or no vision who use a screen reader.

## **2.4 COMPLAINT PROCEDURES**

In order to comply with both FTA and FHWA requirements, the MPO has developed procedures for receiving, investigating, addressing, and tracking Title VI complaints (these are posted on the MPO website and may be found in Appendix B).

## **2.5 TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS**

The Boston Region MPO has not received any Title VI complaints or been involved in any Title VI investigations or lawsuits since the 2014 triennial report.

## 2.6 BOSTON REGION MPO LANGUAGE ASSISTANCE PLAN

The MPO's policy is that LEP persons be neither discriminated against nor denied meaningful access to and participation in the programs, activities, and services provided by the MPO. To that end, MPO staff has developed a LAP to ensure that the MPO employs appropriate strategies for assessing the need for language services and implementing them in order to provide meaningful access to the MPO's transportation-planning process and published information, without placing undue burdens on the MPO's resources. The LAP (which may be found in Appendix D of this report) has been revised since the MPO's last Title VI triennial report. Also, in September 2014, the MPO published internally its *CTPS<sup>5</sup> Non-discrimination Handbook* for the benefit of staff. This guide describes MPO protocol for document and web accessibility, accessibility requisites for all MPO and MPO-sponsored meetings, and information about civil rights requirements and communications with protected populations. Future LAP updates will reflect these and other changes, as appropriate.

## 2.7 MINORITY REPRESENTATION ON PLANNING AND ADVISORY BODIES

The MPO does not have any planning or advisory bodies for which the MPO selects the membership. The Regional Transportation Advisory Council (Advisory Council) is the only MPO advisory body that is not made up of MPO members or other elected officials. It is an independent group charged with providing a forum for education about metropolitan transportation-planning issues—including, but not limited to, transit—and a space for the public to offer input on the MPO's activities. The Advisory Council chair is also a voting member of the MPO board, and thus participation in the Advisory Council enables non-profits, government bodies, and members of the public to provide feedback to the MPO board on proposed plans, projects, and programs. Individuals are welcome to participate in all Advisory Council meetings, but membership is limited to public and private organizations and governmental units. Although entities volunteer for membership, it is made official by a vote of the existing members.

Staff is engaged in an ongoing effort to recruit entities that represent the interests of protected populations to participate in the Advisory Council. Organizations representing EJ populations are encouraged to participate in the Advisory Council via public outreach activities. During public participation events, staff recommends that these organizations attend Advisory Council meetings and consider applying for Advisory Council membership if doing so fits with their mission and goals.

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<sup>5</sup> Central Transportation Planning Staff (CTPS) is the name of the staff to the Boston Region MPO.

In 2017, one organization—the MBTA Rider Oversight Committee—joined the Advisory Council based on MPO staff’s suggestion that their attendance and participation could be useful. Because the Advisory Council member organizations are not selected by the MPO, a table depicting the racial breakdown of the membership is not included in this report.