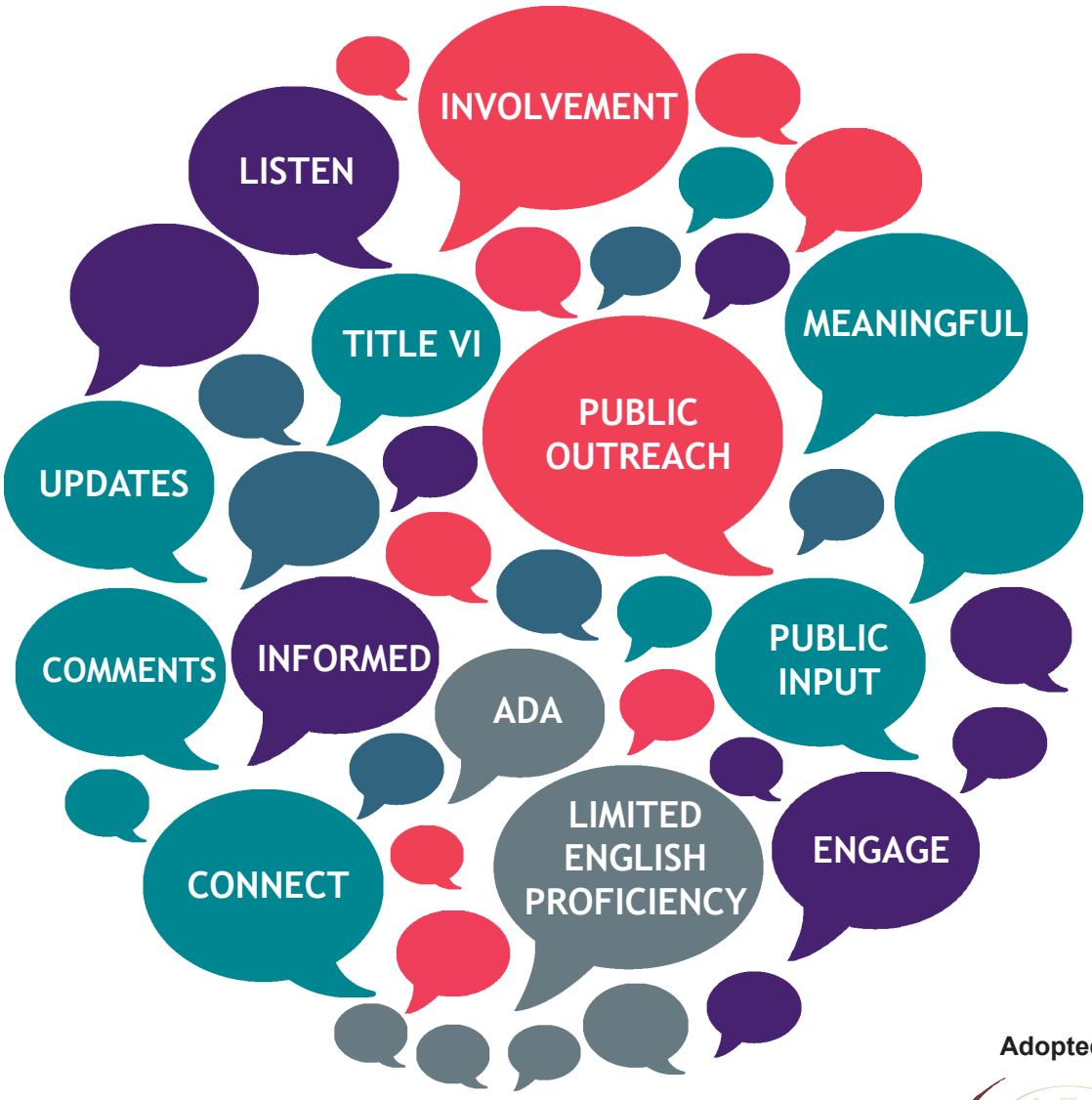
AUGUSTA REGIONAL TRANSPORTATION STUDY

PUBLIC PARTICIPATION PLAN UPDATE



Adopted 12/07/17

Prepared By:

Augusta Planning & Development Department

Melanie Wilson, Director

"No person in the United States shall, on the grounds of race, color, sex, age, national origin, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities under any program or activity receiving federal financial assistance." (Pub. L. 88-352)

AUGUSTA REGIONAL TRANSPORTATION STUDY

PUBLIC PARTICIPATION PLAN UPDATE

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This public participation process for the Long Range Transportation Plan, Transportation Improvement Program, Special Projects, other plans and programs satisfies the Federal Transit Administration's Program of Projects public participation requirement for Georgia Department of Transportation and participating transit grantees in the ARTS urbanized area, including Augusta Public Transit and Lower Savannah Council of Government in South Carolina part of the urbanized area served by Best Friend Express and Dial-a-Ride transit system.

Amended and Adopted December 7, 2017
Revised June 30, 2017
Amended September 6, 2012

USDOT/FHWA/FTA:

The contents of this report reflect the views of the persons preparing the document and those individuals are responsible for the facts and the accuracy of the data presented herein. The contents of this report do not necessarily reflect the views or policies of the Georgia Department of Transportation, South Carolina Department of Transportation, the Federal Highway Administration, or the Federal Transit Administration. This report does not constitute a standard, specification, or regulation.

AUGUSTA REGIONAL TRANSPORTATION STUDY

RESOLUTION OF THE POLICY COMMITTEE

ADOPTION OF THE ARTS PUBLIC PARTICIPATION PLAN

WHEREAS, the Governors of Georgia and South Carolina have designated the Augusta Planning & Development Department as the Metropolitan Planning Organization (MPO) for the Augusta Regional Transportation Study (ARTS) urban area; and

WHEREAS, it is necessary to adopt the ARTS Public Participation Plan in order to comply with the ARTS primary focus is to educate the general public and increase public participation in the transportation planning process, and

WHEREAS, this update to the Public Participation Plan includes the following:

1. Add the Go-To-Meeting, interactive online GIS transportation map and social media as a public outreach tool during public review meetings to engage the public and forum for public comments on transportation improvement projects and MTP.
2. Establish administrative modifications and amendment procedures consistent with SCDOT to expedite projects in Aiken County MPA.
3. Change the abbreviated public comment period from 15- days to 21- days to be consistent with SCDOT.
4. Per FHWA and FTA comments during the TMA Certification - The MPO's Participation Plan does not include a process for providing additional opportunity for public comment if the final LRTP and/or TIP differ significantly from the version that was made available for public comment; therefore, the Federal Review Team recommends that the MPO update its Participation Plan to include a process for providing additional opportunity for public comment if the final LRTP and/or TIP differ significantly from the version that was made available for public comment.

   Additional opportunities for public comment will be provided on revised regional transportation plans if changes were made to the draft document provided during the formalized public review and comment process. This includes both administrative modifications and amendments. The public will have the opportunity to view the changes on the ARTS website and/or the online public forum mapping application. ARTS MPO staff will accept comments through all communication formats identified in the Public Participation Plan.
5. Comply with FTA Program of Projects (POP) public notice requirement as follows: "The public involvement process for the Transportation Improvement Program, Long Range Transportation Plan, Special Projects or other plans and programs is used to satisfy the Georgia Department of Transportation public participation process for the Program of Projects."

BE IT RESOLVED, that the ARTS Policy Committee adopts the ARTS Public Participation Plan; and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the ARTS Policy Committee finds that the requirements of laws and regulations regarding metropolitan transportation planning process have been met and the Chairman is hereby authorized to execute a joint certification of this fact with the Georgia Department of Transportation, the South Carolina Department of Transportation, the Federal Transit Administration and the Federal Highway Administration.

Adopted by vote in an open meeting this 7th day of December 2017.

Ron Cross, Chairman
Augusta Regional Transportation Study
Policy Committee

Table of Contents

A. PURPOSE 4

B. INTRODUCTION 4

C. ARTS TRANSPORTATION PLANNING AND PUBLIC PARTICIPATION PROCESS 5

D. REGIONAL TRANSPORTATION PLANS, PROGRAMS, AND PROCESS 9

E. PARTICIPATION STRATEGY 12

F. PARTICIPATION GUIDELINES 21

H. ADOPTION AND AMENDMENT OF PARTICIPATION PLAN 31

Appendices

APPENDIX A Adoption Resolution 32
APPENDIX B Comments on Participation Plan 33
APPENDIX C Public Notice Of Meetings & Review Of Arts Documents 34
APPENDIX D Evaluation Criteria and Performance Tools 36
APPENDIX E Public Participation Checklist & ARTS Contact Distribution List 38
APPENDIX F ARTS Project Development Process 45
APPENDIX G Georgia STIP and TIP Amendment Process 52
APPENDIX H South Carolina STIP and TIP Amendment Process 56
APPENDIX I Community Meeting Evaluation Form 58
APPENDIX J Community Meeting Sign In Form 59
APPENDIX K Environmental Justice Analysis 60
APPENDIX L TMA Certification 81
APPENDIX M Title VI Certification and Assurances 87

List of Tables

Table 1: ARTS Media Partners....10
Table 2: Example of ARTS Speaker Bureaus....10
Table 3: ARTS Committee Demographics....29
Table 4: Cost Threshold....56
Table 5: Guidance on Administrative Modification or Amendment....56
Table 6: ARTS Environmental Justice Population....60
Table 7: Hispanic Population in ARTS....60
Table 8: ARTS Population by Age and Gender....71
Table 9: Countywide Income Levels....71
Table 10: Mobility Limitations: Households with one or less vehicles....72
Table 11: Thresholds of ARTS Environmental Justice Target Population....72
Table 12: Environmental Justice Target Area Population Composition....73
Table 13: Countywide Location, Gender, and Age....74
Table 14: Benefits and Burdens Based on Local Projects....76
Table 15: Expected Revenue and Costs....77
Table 16: ARTS LRTP Project Measures....78

List of Figures

Figure 1: ARTS Organization....6
Figure 2: ARTS Planning Area....8
Figure 3: ARTS Public Forum....11
Figure 4: ARTS Elderly Population....61
Figure 5: ARTS Low-Income Population....62
Figure 6: ARTS Zero-Car Households....63
Figure 7: ARTS Hispanic Populations....64
Figure 8: ARTS Limited English Proficiency Population in ARTS/MPO....65
Figure 9: ARTS Minority Population by Age....66
Figure 10: ARTS Environmental Justice Areas....67
Figure 11: 2015 ARTS Transit by Population Density....68
Figure 12: 2010 ARTS Transit by Occupied Housing Density....69
Figure 13: 2010 ARTS Transit by Employment Density....70

AUGUSTA REGIONAL TRANSPORTATION STUDY
PARTICIPATION PLAN

A. PURPOSE

The Augusta Regional Transportation Study (ARTS) Participation Plan (PP) ensures timely and meaningful public input into the metropolitan transportation planning process. The plan outlines the process to engage all interested parties in planning the regional transportation network and the development of major transportation studies undertaken as part of ARTS. The overall objective is to provide a process that is proactive, provides complete information, timely public notice, full public access to key decisions, and opportunities for early and continuing involvement. The plan updates the Participation Plan adopted on June 4, 2007 by the ARTS Policy Committee. The plan addresses mandates included in the Moving Ahead for Progress in the 21st Century (MAP-21) law, and the Fixing America's Surface Transportation Act (FAST Act).

B. INTRODUCTION

ARTS is the regional transportation planning process for the Augusta GA – Aiken SC urbanized area. The Federal-Aid Highway Act of 1962 established the requirement for transportation planning in urban areas throughout the country. Creating an environment for sustained economic growth, efficient resource consumption, modal safety and multimodal transportation planning, the Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law on July 6, 2012. Building on the legacy of the previous Federal laws governing surface transportation funding, MAP-21 reinforces the 3-C principles of planning, e.g., cooperative, continuous, and comprehensive. Federal transportation legislation has significantly influenced the transportation planning and policy environment for MPOs decision making.

The Fixing America's Surface Transportation Act (FAST Act), signed into law December 4, 2015, and emphasizes public involvement as a hallmark of the planning process. The regulations implementing FAST require that the Metropolitan Planning Organization (MPO) develop and use a participation plan that provides a variety of stakeholders the opportunity to participate fully in the regional transportation planning process. The regulations require that the MPO board include officials of public agencies that administer or operate major modes of transportation, including providers of public transportation. FAST and the regulations require that development of the regional transportation plan and transportation improvement program be developed in consultation with agencies and officials responsible for other planning activities in the region.

In keeping with the original federal mandate, the ARTS planning process is cooperative, continuous, and comprehensive. The planning process is cooperative because it brings together local elected officials, state and federal transportation personnel, citizens, and other interested parties to plan and program transportation projects. ARTS participants continuously evaluate transportation needs and

plan for long-term improvements. The ARTS process is comprehensive because it considers all modes of transportation, including cars, trucks, buses, airplanes, railroads, bicycles, and pedestrians.

The ARTS Participation Plan includes a process that ensures timely notice, is proactive, transparent, and delivers complete information. The Participation Plan also ensures full public access to key decisions and opportunities for early and continuing involvement.

All transportation planning, programming and project prioritization starts with the public. All plans emphasize public participation in their formulation. Projects are implemented through the Transportation Improvement Program, with specific federal requirements for public input. These requirements are:

- The public involvement process for the Transportation Improvement Program (TIP) is used to satisfy the Georgia Department of Transportation public participation process for the Program of Projects (POP)
- Public notice of public involvement activities and time established for public review of comments on the Transportation Improvement Program (TIP) will satisfy Program of Projects (POP) requirements.

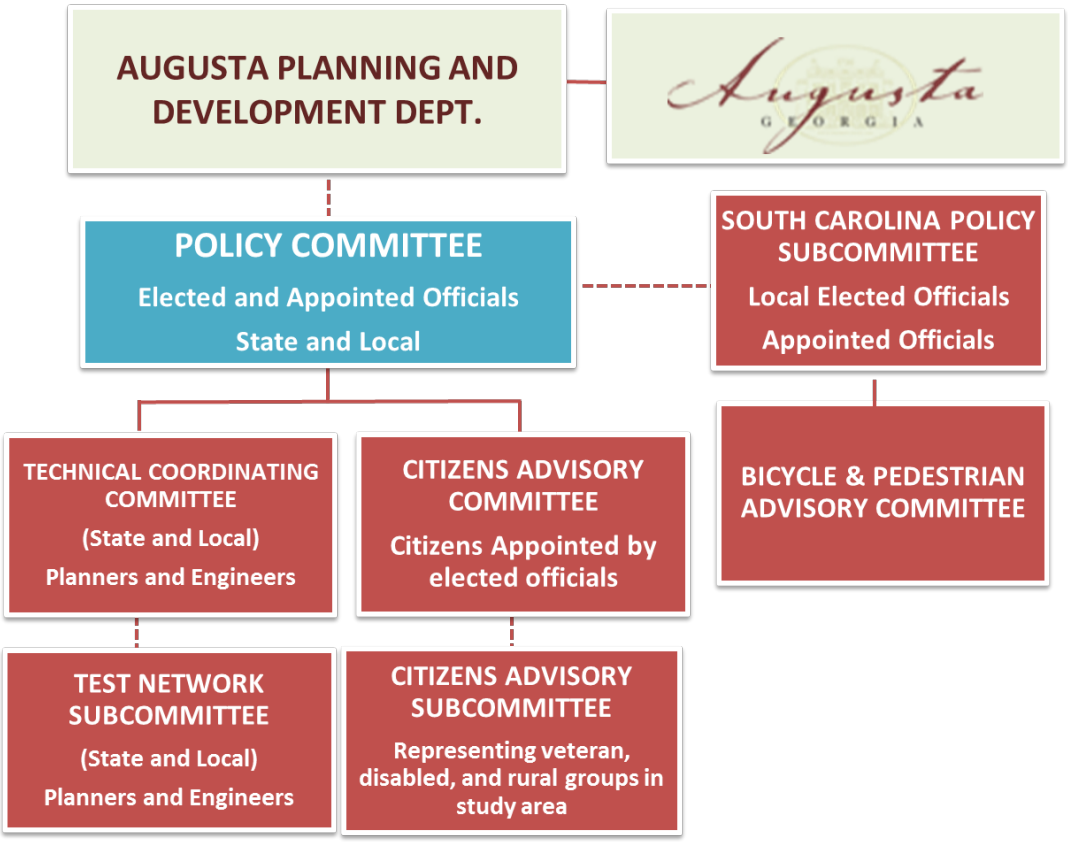
C. ARTS TRANSPORTATION PLANNING AND PUBLIC PARTICIPATION PROCESS

C.1 ARTS Committees

The ARTS planning process is implemented by five (5) committees: The Policy Committee (PC), the South Carolina Policy Subcommittee, the Citizens advisory Committee (CAC), the Technical Coordinating Committee (TCC) and the Technical Test Network Subcommittee (TTNS). The South Carolina Technical Coordinating Committee is also involved in the process. *Figure 1* shows the basic organizational structure of ARTS.

The Policy Committee meets quarterly and is responsible for prioritizing and making final decisions on ARTS planning, projects, and programming issues. Voting members of the committee include local elected officials, representatives of the Georgia and South Carolina Departments of Transportation, representatives of the public transit agencies and the Garrison Commander at Fort Gordon. The South Carolina Policy Subcommittee serves in an advisory capacity to the ARTS Policy Committee, and is responsible for insuring that the South Carolina portion of ARTS is kept up-to-date. The South Carolina Subcommittee is comprised of local elected officials (voting members), and federal, state and local appointed personnel (nonvoting members) representing the South Carolina part of the study area.

Figure 1: ARTS Organization



The South Carolina Policy Subcommittee serves in an advisory capacity to the Policy Committee and coordinates projects in the South Carolina part of the study area. The Subcommittee meets quarterly and includes local elected officials and federal, state and local appointed personnel.

The SC ARTS Bicycle and Pedestrian Committee (BPAC) was formed in June 2013, and its mission is to advise SC ARTS and the County and Local Jurisdictions on implementation of the Urbanized Aiken County Bicycle and Pedestrian Plan and other opportunities to promote safe bicycling and walking in Aiken County. Since its formation, the BPAC has advised the SC TCC and the SC ARTS Subcommittee in pursuing several proposed projects listed in the Plan. Those projects are pending approval by SCDOT. APDD is currently developing a service map of existing + completed bicycle and pedestrian path and facilities to determine connectivity gaps and to develop a service map in the region.

The TCC is responsible for completing all technical work related to the ARTS planning process. The TCC maintains all of the required transportation related documentation, and serves in an advisory capacity to both the Policy Committee and Citizens Advisory Committee. The TCC is comprised of transportation engineers, planners, and managers from the federal, state, and local levels.

The TTNS is composed of local project sponsors and representatives who provide detail information on their jurisdiction transportation efforts. This committee informs ARTS regarding specific project costs, schedules and descriptions. The information is forwarded to the TCC and CAC for further action.

The CAC is responsible for providing citizen input on all aspects of the ARTS planning process. The CAC is comprised of citizens from throughout the urban area. The role of the CAC is crucial to the success of the ARTS transportation planning process. The committee is responsible for advising the Policy Committee on public concerns and opinions regarding the ARTS study findings and recommendations. Its duties include providing a forum to obtain public views on transportation issues and problems, reviewing transportation reports and recommendations to insure that local goals are considered, and directing issues of public concern to the attention of the TCC and PC

The Citizen Advisory Committee (CAC) bylaws includes a Subcommittee comprised of veterans, persons with disabilities, social service agencies, and private transportation providers. APDD also work with the Transit Citizen Advisory Committee for the Augusta Public Transit.

C.2 ARTS Staff

The Augusta Planning & Development Department (APDD) coordinates the transportation planning process for the ARTS. The Director of the APDD is the ARTS Project Director and is responsible for overall supervision of staff work on the planning process. In addition to APDD staff, employees of the Georgia Department of Transportation (GDOT), the South Carolina Department of Transportation (SCDOT), the Aiken County Planning and Development Department (ACPDD), and the Lower Savannah Council of Governments (LSCOG) are involved in ARTS planning activities. The ACPDD staff is responsible for planning activities in the Aiken County part of the study area. The LSCOG is responsible for planning and administrative activities for Aiken County Transit. Planners with GDOT and the SCDOT coordinate state-level aspects of any studies, assist with technical analysis, and play a major role in the development and utilization of the ARTS travel demand model.

C.3 ARTS Planning Area

The ARTS area includes the urbanized part of the Augusta region, as defined by the U. S. Bureau of Census, and the area expected to become urbanized over the next twenty years. The study area encompasses 793 square miles and includes all of Richmond County, Georgia, part of Columbia County, Georgia, the Fort Gordon Military Reservation, part of Aiken County, South Carolina, and part of Edgefield County, South Carolina. Incorporated places within the study area include the Georgia cities of Augusta, Hephzibah, Blythe and Grovetown, and the South Carolina cities of Aiken, North Augusta, New Ellenton and Burnettown. The Savannah River bisects the study area. Interstate 20 crosses the study area and connects to the I-75 and I-85 corridors in Atlanta, the I-26 and I-77 corridors in Columbia, South Carolina, and the I-95 corridor in Florence, South Carolina (*Figure 2)*.

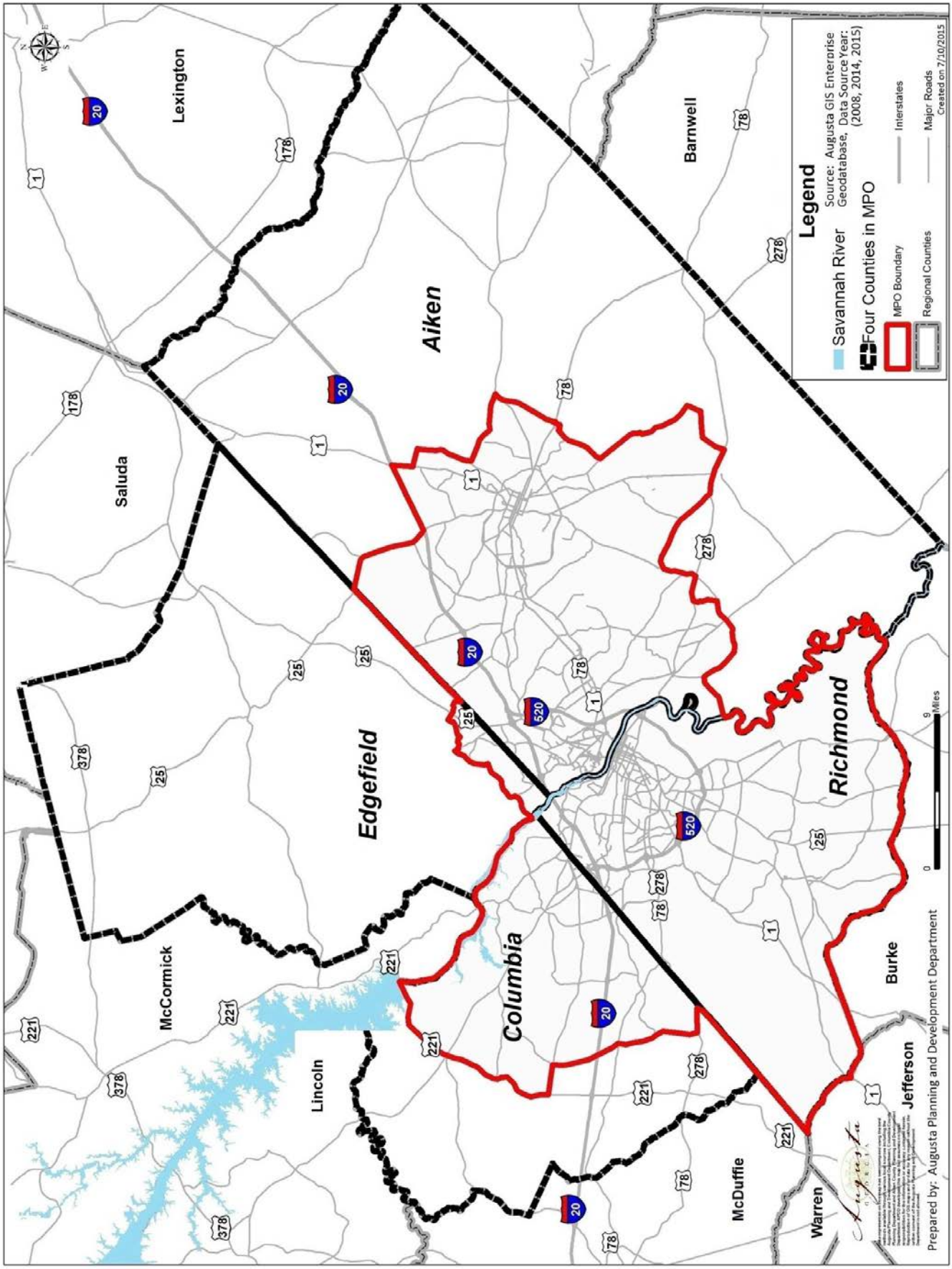


Figure 2: ARTS Planning Area

D. REGIONAL TRANSPORTATION PLANS, PROGRAMS, AND PROCESS

The Participation Plan is integral to all of the transportation plans, special studies, and projects. The public shapes all ARTS plans and programs, especially the Long Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, Congestion Management Process, and Regional Bicycle and Pedestrian Plan.

D.1 Long Range Transportation Plan (LRTP)

The LRTP serves as a regional blueprint and policy guide for comprehensive, cooperative, and continuing transportation planning throughout the ARTS area. The purpose of the LRTP is to identify existing and anticipated transportation problems and develop solutions that are financially feasible and supportive of the regional vision, goals and objectives. These regional transportation solutions seek to enhance regional mobility, economic vitality, and livability. Prior to any LRTP planning, the public establishes the goals, objectives, and priorities of the plan.

D.2 Transportation Improvement Program (TIP)

The TIP includes federally financed transportation projects (road, bridge, transit, bike/pedestrian, freight) scheduled to be implemented over the next four to six years in the ARTS area. The projects originate in the LRTP and are programmed in the TIP. All projects are based on the functional classification of the road network and funded accordingly. The TIP is documents each project detail breakdown of costs, phases, schedule, extents and detail description. The TIP is updated regularly through amendments and with the LRTP.

D.3 Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) documents the planning priorities of the Augusta Regional Transportation Study (ARTS), and describes all planning activities to be performed with Federal transportation and transit planning funds. The UPWP is essentially the work program for transportation and transit administration and planning activities in the ARTS area. The UPWP is prepared annually and details activities to be completed during the upcoming program year.

D.4 Other Regional Plans

ARTS is also responsible for variety of additional plans regulated by federal and state agencies. These plans include:

- Coordinated Human Services Transportation Plan
- Congestion Management Process (CMP)
- Regional Bicycle and Pedestrian Plan

D.5 Media Outreach

ARTS partners with all local media outlets. Press releases inviting the public to participate in regional transportation planning are distributed to media outlets and broadcast through radio, television and

social media, ARTS leaders are interviewed on local news and radio talk shows, encouraging people to attend special events and community meetings. ARTS leaders also participate in a speaker's bureau. An example of a press release is located in the appendix. The following is a list of media partners (*Table 1*):

Table 1: ARTS Media Partners

ARTS Media Partners		
Radio	**Television**	**Newspaper**
Clear Channel	NBC (Local)	Aiken Standard
Radio-One	ABC (Local)	Augusta Chronicle
WFAM	CBS (Local)	Fort Gordon Signal
WAFJ	Comcast	Metro Courier
WGAC	WFXG	Metro Spirit
WIIZ		North Augusta Star

D.6 Speaker's Bureau

ARTS staff make presentations on regional transportation plans and projects to community, business, faith based and social service organizations. The speaker's bureau gives ARTS staff the opportunity to interact directly to residents from a variety of backgrounds. The following is a list of some of the organizations targeted by the speaker's bureau. (*Table 2*):

Table 2: Example of ARTS Speaker Bureaus

ARTS Speaker Bureaus	
Columbia County Exchange Club	August Richmond County Neighborhood Alliance
Augusta Exchange Club	August Chamber of Commerce
Augusta Canal Authority	Sierra Club
GDOT District Breakfast Meeting	Friends of Our Greeneway
Greater Aiken Chamber of Commerce	Wheel Movement

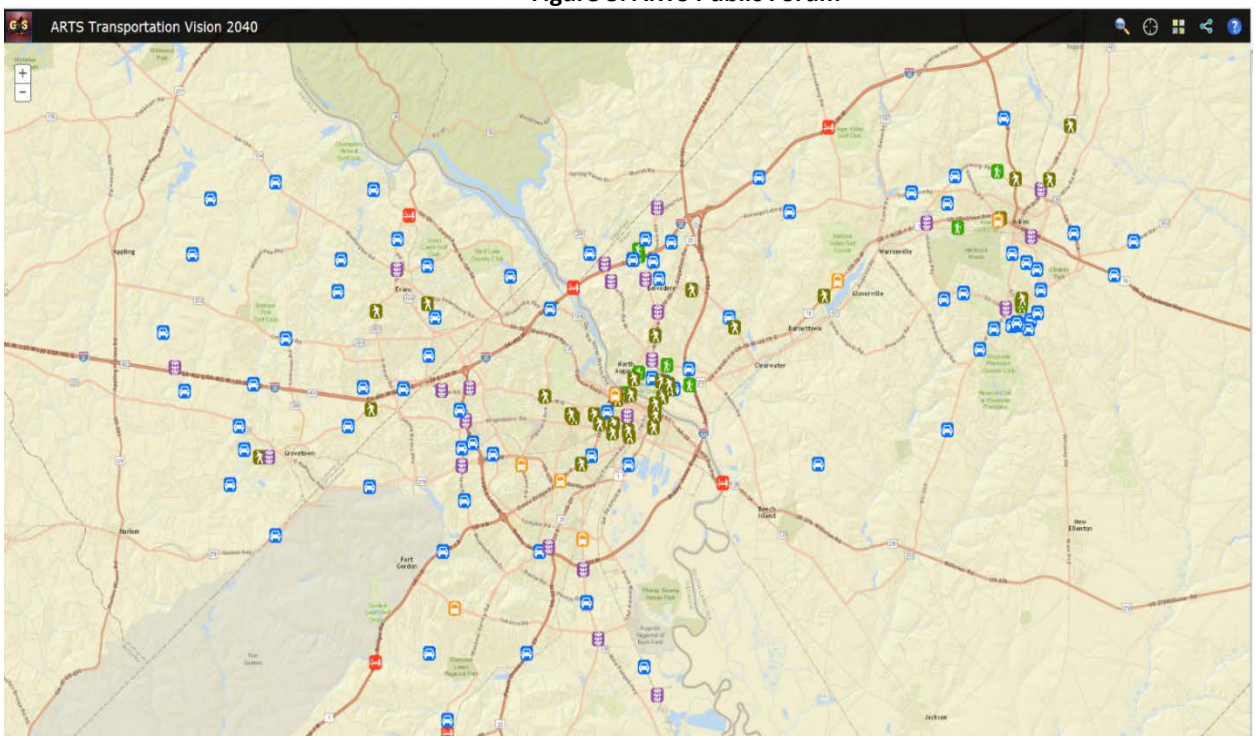
D.7 Geographic Information System (GIS) Mapping and Public Forum

GIS maps are an important tool for informing the public about transportation plans and projects. Maps convey information about the regions environment, demographics, travel patterns, Environmental Justice areas, and a wide variety of content and context. An online map is also available to the public through a forum depicting all LRTP and TIP projects with specific content. The public is also welcome to provide their comments on each project through the forum (*Figure 2)*.

An online GIS map is useful in the following ways:

- Graphic presentation of all transportation projects in all tiers, including unfunded.
- Cost, schedule, and description of all projects as reflected in the LRTP and TIP.
- Comment feature where public can provide their comments, questions and concerns for specific projects.
- Covers the entire ARTS planning area and all transportation modes.

Figure 3: ARTS Public Forum



Link to online ARTS Public Forum interactive map:
http://augustagis.maps.arcgis.com/apps/webappviewer/index.html?id=1b7c864794654a4c955cd82fc3b1c837

D.8 Surveys

Surveys are conducted at public meetings and online. Survey results are summarized and incorporated into planning documents. Wireless polling and social media are used to encourage public involvement in the planning process. Examples of surveys include:

- **Public Transit Survey** – ARTS staff rode public transit conducting surveys of riders to gauge service quality, issues, improvements, and open comments. Information is passed onto public transit agencies and incorporated into their Comprehensive Operations Analysis (COA).

- **Meeting Evaluation** – The public provides valuable feedback on the content, quality and usefulness of the information used in public meetings.

- **Wireless Polling** – Wireless polling offers the ability to conduct on-the-spot surveys and for the public to immediate see the results. Wireless polling also gives the public the opportunity to provide input anonymously.

E. PARTICIPATION STRATEGY

The ARTS PP encompasses five (5) components: Consultation, Public Access, Public Outreach and Education, Public Input and Evaluation

E.1 Consultation

OBJECTIVE: To ensure that major regional transportation documents, including the Participation Plan, are developed in consultation with the general public and other interested parties, and reflect existing and future plans for development of the region. This also involves efforts to identify and include all interested parties in the transportation planning process. The following strategies achieve this objective:

Consultation Strategies

1. The ARTS staff has identified and involved groups that are traditionally underserved in the transportation planning process. The ARTS staff will create and initiate a method (through census, GIS or other similar means) to identify those communities with high concentrations of minority, low-income, disabled and elderly populations. In addition, the staff will also identify media that serves these communities and maintain a mailing/contact list to notify these media outlets of all regularly scheduled ARTS committee meetings.

2. The LRTP and TIP shall be prepared and / or amended by the MPO in consultation, as appropriate, with agencies and officials responsible for other planning activities in the study area. This consultation shall include, as appropriate, contacts with state, local, Indian Tribe and private agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, conservation and historic preservation. Refer to Appendix G for amendment and modification processes.

3. During the development of the ARTS LRTP and TIP, available plans, maps and inventories from state and local resource agencies will be reviewed to determine which resource will be directly or indirectly affected by the plan or program. The consultation process will include the following steps:
   - An initial identification of the resources and responsible agencies likely to be affected by the plan or program
   - A review of available information (plans, maps and inventories) derived from agency websites, and all other sources.
   - Consult with the responsible agency or agencies regarding the potential impact of the plan or program

- Document action taken in the consultation process, including acknowledging the receipt of comments and suggestions from resource agencies, for inclusion in the ARTS LRTP and TIP.

4. The LRTP and TIP shall be prepared by the MPO with due consideration of governmental agencies and nonprofit organizations (including representatives of the agencies and organizations) that receive federal assistance from a source other than the U.S. Department of Transportation.

5. The procedures for processing administrative modifications and amendments to the LRTP and TIP shall be the same as those published by the Georgia Department of Transportation in December 2009 and included as Appendix G (as amended on March 4, 2010).

6. The procedures for processing administrative modifications and amendments to the LRTP and TIP shall be the same as those published by the South Carolina Department of Transportation for projects in ARTS planning area in South Carolina.

7. Partner with all local media outlets, be guest speakers, interview, and engage them in the public participation process.

8. ARTS will coordinate outreach efforts with GDOT and SCDOT when the DOTs are conducting public meetings on transportation projects in the region. When a public meeting is held by SCDOT in ARTS planning area, this public meeting will be in lieu to public meeting by ARTS staff. SCDOT will notify ARTS staff of such public meetings, use local media, and outreach strategies for public notification.

E.2 Public Access

OBJECTIVE: To ensure that the general public and other interested parties have timely and convenient access to agendas, meetings, documents and other information related to the regional transportation planning process. The following strategies achieve this objective:

<u>Public Access Strategies</u>

1. All ARTS plans and documents are available for the public to review at the ARTS office. Copies and summaries of draft documents also will be available for public review in planning offices and other locations in Richmond, Aiken, Columbia and Edgefield counties (see Appendix for locations). **Single copies of the current ARTS plans and documents shall be provided free of charge upon request.** All participating agencies receive copies of the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP).

2. Updates to and amendments of the LRTP and TIP will be available for a 30-day public review and comment period. A 21-day public review and comment period is permitted in the event of special circumstances. Special circumstances are limited to instances in which time constraints would cause the MPO to miss a deadline for approval of a project or projects.

3. The development of the ARTS Participation Plan, and any amendments to the plan, will be subject to a 45-day public review and comment period.

4. The MPO shall provide reasonable access to technical and policy information used in the development of the LRTP and TIP.

5. The MPO shall provide, upon request and 48-hour notice, assistance to those with special needs, at ARTS meetings.

6. Public meetings will be held at convenient and accessible locations and times. All ARTS meetings, public hearings and formal events of the ARTS shall be held in facilities that are accessible by persons with disabilities. Generally speaking, meetings will be held at public facilities (see Appendix for locations), on weekday evenings and at locations that are handicapped accessible and served by public transit.

7. ARTS maintains and updates a website and online public forum ensuring all project information is made available to the public for review, comments, and general knowledge. This website and public forum are located at: www.augustaga.gov/arts and http://www.augustaga.gov/2135/Online-Public-Forum

8. Ensure that adequate transportation options are available to and from venue locations to constituents who would like to attend a meeting.

9. Consider a safe, supervised area for children who come with a parent or legal guardian to the meetings.

10. Disabled persons should contact Augusta Planning and Development Department for assistance.

E.3 Public Outreach and Education

OBJECTIVE: To use effective tools and techniques to provide information about the regional transportation plans and issues to the general public and other stakeholders. The desired outcome is that the public provides meaningful input on a transportation plan or issue based upon accurate and complete information and the potential impact of alternative actions. The following strategies achieve this objective:

Public Outreach and Education Strategies

1. The MPO shall maintain and update a list of stakeholders, and potential stakeholders, for disseminating information about ARTS transportation plans and projects. Special attention is given to Environmental Justice population groups. This involves GIS mapping to identify underserved population groups, including:
   a. Minorities
   b. Low-income
   c. Elderly
   d. Households with No Vehicle Available
   e. Hispanic

2. Use the following tools and techniques to inform the media, general public and other interested parties about transportation plans, programs and activities:

   a. **Press Releases** – Used to announce upcoming meetings and activities and to provide information on specific issues related to transportation planning.
   b. **Print Display Ads** – Used to advertise public meetings and review and comment periods for transportation plans and projects. Display ads are published in area newspapers and distributed at public facilities throughout the ARTS area.
   c. **Fact Sheets and Brochures**– Used to provide general information about ARTS plans and programs, such as the LRTP, TIP and Unified Planning Work Program. Fact sheets available in print and electronic format. Brochures will be used to provide summary information about ARTS and its transportation planning activities.
   d. **Direct Mailings** – Used to advertise public meetings and review and comment periods for transportation plans and projects, or to provide information to a targeted area.
   e. **Flyers and Bill Drop** – Flyers in multiple languages will be included in all water bills detailing location and time of all public meetings. The languages include Korean, Chinese, Spanish and English. Examples of community meeting flyers in these languages are found in the appendix.
   f. **ARTS Newsletter** – A quarterly publication used to provide information on transportation issues, projects, documents, contacts and resources.
   g. **ARTS Website** – Used to display general information about ARTS, copies of major ARTS transportation documents, committee meeting schedules, agendas and minutes, project updates and the ARTS Newsletter. The website is also used to advertise public meetings and review and comment periods for transportation plans and projects.
   h. **Speaking Engagements** – The MPO staff is available to speak to civic groups, neighborhood associations and other interested parties about ARTS transportation planning and projects.
   i. **Social Media** – ARTS maintains and updates a Facebook and Twitter site providing information on public meetings, events, and gathers information from them.

3. All ARTS meeting agendas will be distributed at least seven (7) days in advance to all committee members, area media outlets and other interested parties. Agendas and minutes of meetings will be posted on the ARTS web site.

4. All public meeting notices and notices or public review and comment periods will be published at least seven (7) days in advance of the meeting date or the start of the review and comment period. The notices also will be posted on the ARTS web site. The MPO will provide the media with information pertaining to the adoption, revision or amendment of all plans at least seven (7) days prior to the date of the final action.

5. Letters of introduction will be sent to the CEOs of media outlets in the ARTS region. These letters will highlight the public involvement objectives of advertising meetings or publicizing press releases through the media.

6. CEOs of media outlets will be invited to meetings with key ARTS staff. At these meetings, a renewed need will be expressed to collaborate with media in order to maximize the reach of ARTS.

7. Two-color or full color formats will be considered for the print advertisements. Color captures the reader's attention and has the potential of increasing the readership of the advertisement or announcement. The placing of color ads will be weighed against the advertising costs and the return on investment (i.e., the numbers of persons responding to the ad or notice).

    a. Tools used: Print Display Advertisements

8. Actively pursue speaking engagements at various venues and meetings. ARTS staff will proactively identify upcoming meetings and establish contact with meeting hosts in order to seek speaking opportunities.

    a. For example, meetings of the Rotary Club, Kiwanis Club, neighborhood associations or homeowners associations provide opportunities for speaking engagements.
    b. Tools used: Speaking Engagements

9. Develop active partnerships with ARTS regional leaders, e.g., commissioners. ARTS staff will seek interviews or meetings with ARTS regional leaders in order to increase their awareness of ARTS and ultimately seek their buy-in as ARTS ambassadors.

10. Participation will be sought in ARTS regional events, e.g., community fairs, church meetings, cultural festivals. Several of these events occur throughout the years in the ARTS region and can provide informal speaking engagements for ARTS staff or distribution opportunities of ARTS materials.
    a. Tools used: Speaking Engagements.

11. Hosting meetings at smaller more localized venues. Through dialogue with community associations ARTS will seek to host meetings at more localized venues, e.g., churches, neighborhood association meetings, etc. Hosting meetings at localized venues may require fewer resources in terms of person hours and facility set-up, be more conducive to increasing diversity in meeting attendees and increase ARTS awareness as ARTS will piggyback on a meeting that was already scheduled.
    a. Tools used: Speaking Engagements

12. Encourage involvement by educational institutions. Increasing ARTS awareness and involvement by students may be achieved by ARTS presentations at careers days, guest lectures or seeking ideas from students as to how they see the ARTS region in 2040.
    a. Tools used: Speaking Engagements.

13. Television and Radio engagements. It is proposed that local television and radio engagements will be pursued significantly increasing public awareness about ARTS purpose and initiatives. ARTS representatives may seek to be invited as a guest on a local TV or radio program to field questions from listeners or viewers.
    a. Tools used: Speaking Engagements

14. ARTS website and social media. Active and a more aggressive use will be made by strengthening the ARTS online presence and engaging social media. Currently, all ARTS announcements, documentation, funding opportunities, etc., are available online.
    a. Tools used: ARTS website and social media

15. Additional opportunities for public comment will be provided on revised regional transportation plans if changes were made to the draft document provided during the formalized public review and comment process. This includes both administrative modifications and amendments. The public will have the opportunity to view the changes on the ARTS website and/or the online public forum mapping application. ARTS MPO staff will accept comments through all communication formats identified in the Public Participation Plan.

E.4 Public Input

OBJECTIVE: To obtain meaningful and diverse input from the general public and other interested parties on regional transportation needs, plans, programs and activities. Inherent in this objective is the MPO's responsibility to provide timely response to public input, document input, and recommend plans changes/amendments based on public comments and suggestions.

<u>Public Input Strategies</u>

1. **Identify Interested Parties –** An interested party or stakeholder is defined as any person or group that is affected by a transportation plan, program or project, including those who may not be aware that they are affected. Stakeholders may include the general public;

environmental, health, neighborhood, citizen and civic organizations; traditionally underserved communities, such as people with disabilities, low income, and minorities; as well as affected public agencies. This list of interested parties will include, but is not limited to:

- Neighborhood & Homeowners Associations
- Civic Associations
- Special interest groups
- Chambers of Commerce
- Ministerial Associations
- Speaker's Bureau

2. **Citizens Advisory Committee –** The ARTS Citizens Advisory Committee will continue to be a source of ongoing input on behalf of the public. Efforts will be made to ensure that the committee membership reflects the diverse needs and interests of the region.

3. **ARTS Committee Meetings –** The ARTS committee meetings will be a regularly-scheduled forum for the discussion of, and updates on regional transportation needs, plans, programs and activities.

4. **ARTS Public Meetings –** ARTS public meetings will be held in conjunction with the update of the LRTP and the TIP, and the development of any special studies related to regional transportation issues.

5. **Comment Cards –** Comment cards will be distributed at public meetings to obtain feedback on regional transportation needs, plans, programs and activities.

6. **Project Steering Committees –** Ad-hoc committees will be used as needed to coordinate and participate in the completion of special regional transportation studies. Committee members will participate in facilitated meetings / workshops, complete surveys and provide input during all phases of the study (e.g. needs assessment, background research, setting goals, objectives and strategies, identifying projects). Project steering committees have been used effectively on past special studies.

7. **Surveys –** Surveys will be used to obtain information from the public and other stakeholders.

8. **Online Surveys**. Variety of online survey tools like Survey Monkey will be used to evaluate ARTS constituents' views and perspectives on ARTS issues. Online surveys have the potential to reach a significantly wider audience in the ARTS region.

9. **Wireless polling.** Wireless polling offers the ability to conduct surveys during a meeting, and provides immediate feedback to participants. Wireless polling allows participants to provide input anonymously, and the results are used in planning documents.

10. **Visualization Techniques –** The MPO will use GIS maps, sketches, drawings and similar tools at public meetings to convey information and elicit public input about transportation plans and projects.

11. **Project Web Pages –** Project web pages will be used in conjunction with special studies to provide information and elicit input on the planning process, project schedule and project updates. Project web pages may include surveys and comment cards.

12. **ARTS Public Forum –** An online tool informing the public about project specifications and gathering input from them.

E.5 Evaluation of Participation Plan

OBJECTIVE: To continually evaluate the effectiveness of the strategies, tools and techniques used as part of the Participation Plan. The desired outcomes include increased public involvement in, and awareness of, the regional transportation planning process, and the use of tool and techniques that generate increased public input in regional transportation plans and programs.

Evaluation Strategies

The MPO will use the following mix of quantitative and qualitative criteria to evaluate the effectiveness of public participation tools and techniques used in the regional transportation planning process. The table included as Appendix F summarizes how these criteria apply to the various public participation tools and techniques used by ARTS.

1. Clarity and adequacy of presentation materials, displays and materials measured by percentage of attendees who found presentation materials, displays and materials visually appealing.

2. Comment forms or questions measured by number of completed comment forms returned and number of questions asked at community meetings.

3. Community meeting evaluation form measured by percentage of attendees completing the forms.

4. Community transportation survey measured by persons completing online survey and percentage of attendees at community meetings completing survey.

5. Convenience of community meeting venue locations measured by percentage of meeting attendees satisfied with venue location.

6. Engage citizens and other public at public events measured by number of meetings and attendees.

7. Engage citizens at private or civic events measured by number of meetings and attendees.

8. Engage citizens from environmental justice populations measured by meetings in environmental justice areas.
9. Inquiries from the public measured by percentage of attendees who felt questions were answered adequately.

10. Nearness of community meeting venues to public transit measured by number of meetings within ¼ mile of transit stop.

11. Newspaper and legal advertisements measured by number of newspapers and public notices published.

12. Public awareness of community meeting measured by percentage of attendees hearing about community meeting from different sources.

13. Understanding of presentations, map displays and materials measured by percentage of attendees who had clear understanding of presentations, map displays and materials

14. Number of media interviews and appearances.

E.6 Public Participation Reports

OBJECTIVE: To document all public outreach and gathering activities, consolidate all information into clear and a concise report, and demonstrate to the public how their involvement shapes regional transportation planning. This is an essential component of the transportation planning process.

Public Participation Strategies

1. Goal Setting Survey – All plans consist of goals and objectives. The public plays a critical role in determining goals and objectives of all transportation plans. They provide information through surveys, questionnaires, and comments.

2. Meeting Evaluation Survey – The public also provides invaluable information on public meeting access, comfort, convenience, legibility, opportunity to get answers, sufficient information, and other qualitative factors shaping public meetings.

3. Public Transit Surveys – ARTS staff travel on public transit vehicles and engage riders in conversation, gathering information from them regarding public transit service. Public transit agencies use the survey results to improve public transportation service.

F. PARTICIPATION GUIDELINES

F.1 Limited English Proficiency (LEP)

Limited English Proficiency Plan

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, was signed by President Clinton on August 11, 2000. The purpose of this executive order was to ensure that people who had very limited ability to read, write, and speak English were provided the necessary assistance so they may access the same service as those who knew English proficiently. This order was geared to safeguard the use of federal funds. Each Federal agency is required to follow Title VI stipulations; any agency receiving federal funds is equally required to follow them as well. U.S. Department of Transportation's publication of *Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons* ensures people are not excluded from DOT-assistance programs and activities simply due to communication.

Elements

The essential elements of a Limited English Proficiency Plan are as follow:

1. Identification of LEP persons
2. Identification of Language Assistance
3. Training Staff
4. Notices to LEP persons

Four-Factor Analysis

The first two elements – Identification of LEP Persons and Language Assistance - are conducted through a four-factor analysis as stipulated in the Department of Transportation's guidance these factors include:

1. Number or Proportions of LEP persons in ARTS
2. Frequency of LEP persons contact with ARTS
3. Nature or importance of program for LEP persons
4. Available resources and overall costs

Safe Harbor Stipulation

This stipulation of Title VI provides recipients of federal funds an absolute means of verifying their compliance with Limited English Proficiency requirements through written translation. Safe Harbor is met when agencies provide a written translation of all vital documents for any language for groups of people that constitute 5% or 1,000 – whichever is less – of the people serviced by the agency. Not providing all translation does not constitute breach of safe harbor, but is simply a guideline in the event they seek to ensure absolute compliance. Oral communication can also be conducted in situations where extensive writing may overburden to the agency.

LEP Plan Development

ARTS uses the Four-Factor Analysis to identify the number of LEP persons, the frequency of LEP persons utilizing the regional transportation planning program, the nature of the program and availability and cost of resources. Data is compiled using the U.S. Census and the LRTP.

LEP Notifications

ARTS regularly publicizes a newsletter in variety of languages to ensure LEP persons are kept up to date of local transportation planning projects. ARTS also publicizes through a variety of media informing LEP persons about public transportation projects, services and meetings. Examples include:

- Signs in Spanish and Asian on buses and at transit stations
- Local newspapers, news outlets, television and radio stations
- Neighborhood and faith based organizations, as well as stakeholder groups
- Presentations in schools, civic leagues, and speaker bureaus

Monitoring and Updating the LEP Plan

The LEP Plan is monitored and updated along with the ARTS Participation Plan. Both plans are also part of the ARTS LRTP and updated accordingly. All documents are available to the public in any language they require.

LEP Complaint Processing

The public can use the Title VI Complaint forms for any violations they feel may have been made against them in regards to the LEP Plan. The Title VI Complaint Form is included in the Appendix, as well as online.

F.2 Georgia's Open Meetings Law (Georgia Code 50-14-1)

Georgia's Open Meetings Law requires state and local governmental bodies conduct business so citizens can review and monitor their elected officials and others working on their behalf. The law requires that government meetings be open to public and governmental bodies provide reasonable notice of all meetings. *(Georgia's Sunshine Laws: A Citizen's Guide to Open Government, Office of the Georgia Attorney General, 2001)*

F.3 South Carolina's Open Meeting Law (South Carolina Code 30-4-60)

The South Carolina General Assembly finds that it is vital in a democratic society that public business be performed in an open and public manner so that citizens shall be advised of the performance of

public officials and of the decisions that are reached in public activity and in the formulation of public policy. Toward this end, provisions of this chapter must be construed to make it possible for citizens, or their representatives, to learn and report fully the activities of their public officials at a minimum cost or delay to the persons seeking access to public documents or meetings.

F.4 Georgia Open Records Process (Georgia Code 50-18-70)

Open records requests may be made to any custodian of the desired records. A written request is not required, but is advisable to eliminate any dispute as to what was requested or when the request was made. The records custodian is allowed a "reasonable amount of time" to determine whether the records requested are subject to access under the Law. However, the custodian must respond to all requests within three business days.

If the records exist and are subject to inspection but are not available within three business days, a written description of such records and a timetable for their inspection and copying must be provided within that time. Records maintained by computer shall be made available where practicable by electronic means, including Internet access, subject to reasonable security restrictions preventing access to none requested or none available records. If access to a record is denied in whole or in part, the records custodian must provide in writing the specific legal authority exempting such record from disclosure. *(Georgia's Sunshine Laws: A Citizen's Guide to Open Government, Office of the Georgia Attorney General, 2001)*

F.5 The Americans with Disabilities Act of 1990

The Americans with Disabilities Act (ADA) became law in 1990. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the public. The purpose of the law is to make sure that people with disabilities have the same rights and opportunities as everyone else. The ADA is divided into five titles (or sections) that relate to different areas of public life. Title II of the act prohibits discrimination based on disability by "public entities," which are programs, services and activities operated by state and local governments.

G. ENVIRONMENTAL JUSTICE

Both FTA and FHWA are unique in that they address Title VI and Environmental Justice as a means to ensure local jurisdictions receiving their funds comply with federal regulations. The primary goal of the ARTS Participation Plan is to ensure all transportation plans and programs are accessible to all people regardless of race, national origin or income, including meaningful participation in the planning process. Environmental Justice Analysis is used by ARTS to determine community meeting venues. Appendix J includes a detailed analysis of Environmental Justice in the study area.

Environmental Justice is defined by the U.S. Environmental Protection Agency, Office of Environmental Justice, as "the fair treatment and meaningful involvement of all people regardless of

race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies."

Executive Order 12898, Environmental Justice in Minority Populations and Low-Income Populations, 1994, directs federal agencies to make achieving environmental justice part of their mission. The order highlights Title VI of the Civil Rights Act of 1964, which prevents discrimination of any kind by any programs receiving financial assistance from federal government.

Executive Order 12898 requires Federal agencies to achieve environmental justice by identifying and addressing disproportionately high and adverse human health or environmental effects, including the interrelated social and economic effects of their programs, policies, and activities on minority populations and low-income populations in the United States.

Adverse effects are defined by Department of Transportation as predominately borne by a minority or low-income population, and the burdens imposed area appreciably more sever or greater in magnitude than the adverse effect that will be suffered by the non-minority and non-low-income population.

Environmental Justice operates in tandem with Title VI of the Civil Rights Act of 1964 to ensure everyone's transportation needs are met, that the benefits and burdens of transportation projects are distributed evenly, adverse effects are mitigated and there is no presence of discrimination at any level.

Regulations and Circulars

FHWA Order 6640.23 Purpose: This directive establishes policies and procedures for compliance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (EO 12898). FTA circular 4703.1 is an equally valuable resource for Environmental Justice. FTA Circular 4703.1 Purpose: Provide recipients of Federal Transit Administration financial assistance with guidance in order to incorporate environmental justice principles into plans, projects, and activities that receive funding from FTA.

FTA Principles of Environmental Justice:

- Avoid disproportionately high and adverse human and environmental effects
- Ensure full and fair participation by all potentially affected communities
- Prevent the denial, reduction, or delay in benefits

U.S. Department of Transportation (DOT) defines guiding Environmental Justice principles as:

- Avoid, minimize, or mitigate disproportionate high and adverse human health and environmental effects, including social and economic effects, on minority and low-income population.

- Ensure full and fair participation by all potentially affected communities in the transportation decision-making process.
- Prevent the denial of, reduction in or significant delay in the receipt of benefits by minority or low-income population.

As indicated in the Executive Order, the foregoing requirements are to be carried out to the greatest extent practicable, permitted by law, and consistent with the principles set forth in the report on the National Performance Review. Compliance with FHWA and FTA is a key element in the environmental justice strategy adopted by FHWA to implement Executive Order 12898, and can be achieved within the framework of existing laws, regulations, and guidance.

Definitions of Minority and Low-Income under FHWA Order 6640.23 and FTA Circular 4703.1

- Minority – person who is Black or, Hispanic or Latino, Asian American, American Indian, and Alaskan Native, or Native Hawaiian and Other Pacific Islander including elderly and disabled.
- Low-Income – person whose household income is at or below the 150% of Department of Health and Human Services (HHS) poverty guidelines.

FTA recommends local authorities establish their own thresholds similar to those used when applying for programs such as Community Services Block Grant. They are investigated independently but their results may overlap. In an effort to ensure a more comprehensive Environmental Justice analysis, ARTS methodology incorporates three additional socioeconomic categories: Elderly (65 years old and over) and Vehicle Limitation (one vehicle or less) and Hispanic population.

The changing landscape of Federal policies plays an important role setting guidelines and regulations, influencing the state and regional transportation planning process. The most recent transportation laws include:

- Intermodal Surface Transportation and Efficiency Act of 1991 (ISTEA)
- Transportation Equity Act of 21st Century of 1994 (TEA-21)
- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A legacy for Users of 2005 (SAFETEA-LU)
- The Moving Ahead for Progress in the 21st Century Act of 2012 (MAP-21)
- The Fixing America's Surface Transportation Act (FAST) of 2015

Of these laws, the U.S. Department of Transportation, Federal Transit Administration continues to enforce SAFETEA-LU for projects funded in Fiscal Year 2012 and prior years that are still not completed. All of these are also reflected in the Georgia Department of Transportation's Environmental Justice Identification and Proposed Outreach Report. Both GDOT and ARTS are subject to FHWA and FTA regulations. ARTS is further required to meet these requirements through the FHWA certification review process. The ARTS Environmental Justice Plan promotes a fair transportation planning process while meeting state and federal requirements.

Analysis Method

FHWA and FTA provide MPOs with the Environmental Justice Planning Guidelines necessary to meet federal Title VI regulations. These terms and analytical concepts in the guidelines include:

Minority Population – any readily identifiable groups of minority persons who live in geographic proximity, and if circumstances warrant, geographically dispersed/transient persons who will be similarly affected by a proposed USDOT program, policy or activity.

Low-Income Population – any readily identifiable groups of low-income persons who live in geographic proximity, and if circumstances warrant, geographically dispersed/transient persons who will be similarly affected by a proposed USDOT program, policy or activity.

Disabled Population – people with mobility and/or self-care limitations.

Elderly Population – people 65 years and older.

Children – people 16 years and younger.

Adverse Effects – means the totality of significant individual or cumulative human health or environmental effects including interrelated social and economic effects such as increased traffic congestion, isolation, exclusion within a given community or denial of, reduction in or significant delay in the receipt of benefits by minority and low-income populations.

Disproportionately high and adverse effect on Minority and Low-Income Populations – Adverse Effect that is primarily on a minority and/or low-income population or they suffer a great adverse effect than non-minority and/or non-low-income population.

Benefit*s* – Specific project, corridor or sub-area, benefits are in the purpose and needs statement. How the Long Range Transportation Plan and Transportation Improvement Program promotes safety, mobility, economic productivity, human and natural environment and other goals identified in the local plans for all population served by the transportation agency.

Evaluation is based on:

1. Identification of impacts
2. Quantitative and qualitative tests on positive and negative impacts

ARTS Methodology

The ARTS Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) include certain principles to address Environmental Justice:

1. Identify, address, and ensure there are no disproportionate or adverse impacts on regional communities, especially minority and low-income populations.
2. Promote and market full and fair participation by all residents and communities in the planning process through the Participation Plan.
3. Assure benefits from federal transportation projects and programs are received equally in all populated areas.

ARTS utilizes a simplified version of GDOT's Environmental Justice Planning Guidelines as their procedures, while following strict FTA analysis standards:

1. **Analysis:** Identify Target Population, burdens, and benefits and correlate them to one another
2. **Plan:** Present mitigation strategies for identified burdens and make Environmental Justice Recommendations
3. **Public Involvement:** Document Public participation methodologies used
4. **Implementation:** Evaluate the implementation of the Environmental Justice process as part of the public involvement process

Unit of Geographic Analysis

The ARTS area includes all of Richmond County and portions of Columbia, Aiken, and Edgefield counties. This area consists of 95 census tracts, all with data provided by the U.S. Census and based on their TIGER/Line Data files. The primary data used for all Environmental Justice analysis is the five-year, 2008-2012 American Community Survey and 2010 Decennial Census data.

Environmental Justice Criteria and Measurement

Data is compiled for each census tract for the following population and household groups:

- Non-Hispanic Minority Population
- Hispanic Minority Population
- Elderly Population (65 and over)
- Low-Income Population (150% HHS Poverty Guidelines)
- Households with No Vehicle Available

<u>Determine Disproportionate High and Adverse Effect</u>

Socioeconomic data is compiled for the ARTS area. The Environmental Justice analysis determines if there are any adverse impacts on the community cohesion and economic vitality based on the

following thresholds – elderly, minority Hispanic, minority non-Hispanic race, low-income, and vehicle limitation – rather than just two as recommended by FTA and DOT. These five criteria and their relationship to one another also help determine if there are any adverse effects related to a proposed transportation project in the study area.

Effect Analysis

Environmental Justice factors are also studied in conjunction with one another. Individual census tracts may meet multiple criteria. These particular census tracts are considered highly and adversely effected. A second analysis of each individual census tract, based on thresholds for each category, is conducted to determine which census tracts are adversely affected and to what extent. The results of this analysis are summarized in the Environmental Justice map (Figure 10) illustrating which census tracts meet single or multiple criteria based on the following classifications of adverse effects.

- Not adversely effected
- Least adversely effected (1 criteria)
- Moderate adversely effected (2 criteria)
- Severely adversely effected (3 or more)

G.1 Public Involvement

Input from the public is an important part of the ARTS transportation planning process. Presentations to local organizations, public meetings and surveys are some of the methods used to obtain public input. Information obtained will be documented and incorporated into the ARTS Environmental Justice Plan.

Committee Involvement

The ARTS is composed of five committees: Citizen Advisory Committee (CAC), Technical Coordinating Committee (TCC), the Technical Test Network Subcommittee (TTNS), the South Carolina Policy Subcommittee and Policy Committee (PC). The CAC TCC and TTNS evaluate plans, programs, and initiatives presented to them by ARTS staff and make their recommendations to the Policy Committee. The South Carolina Policy Subcommittee serves in an advisory capacity to the Policy Committee and coordinates projects in the South Carolina part of the study area. The Policy Committee makes the final decision on all plans, programs and studies (*Table 3*).

Table 3: ARTS Committee Demographics

Committee	Demographic	Count
Technical Coordinating Committee	White, Male	15
	Black, Male	3
	White, Female	2
	Black, Female	0
	Other, Female	0
Total		22
Citizens Advisory Committee	White, Male	4
	Black, Male	1
	White, Female	Vacant
	Black, Female	1
	Other, Male	1
	Hispanic, Male	1
Total		7
Committee	**Demographic**	**Count**
Policy Voting Committee	White, Male	13
	Black, Male	1
	White, Female	1
	Black, Female	Vacant
Total		16
Committee	Demographic	Count
South Carolina Sub-Committee	White, Male	9
	White, Female	2
	Black, Male	0
	Black, Female	0
	Vacant	1
Total		12

Source: ARTS

Methodology

The CAC works in conjunction with the TCC and TTNS reviewing various planning documents, including but not limited to the Long Range Transportation Plan, Transportation Improvement Program, Congestion Management Process, Unified Planning Work Program, and Title VI Plan. Both the CAC and TCC provide comments on plans and projects, and make recommendations to the Policy

Committee. Staff is responsible for public outreach and education activities on behalf of ARTS, and for coordinating the completion of all work elements in the Unified Planning Work Program.

Public Participation Contacts

ARTS staff maintains a contact list that includes many individuals, neighborhood organizations, faith based organizations, interest groups, elected and appointed officials, to name a few. The list keeps people informed about ARTS, fosters input on transportation projects and issues, and is a source of referrals to additional individuals and groups. All ARTS committee meetings are open to the public and advertised through the media. Meeting agendas are posted online and distributed to people and organizations on the contact list.

Notices are published advertising public comment periods and / or public meetings concerning the Long Range Transportation Plan, Transportation Improvement Plan and special transportation studies. Plan documents are accessible to the public at more than thirty (30) locations in the region. These locations include public facilities, libraries, community centers, and government buildings.

Environmental Justice Issues

ARTS has publicized the Title VI Complaint Form through their webpage, so people can submit civil rights complaints related to the transportation planning process. Each complaint is given due consideration, and any problems are identified and resolved in expedient manner.

G.2 Implementation

The Augusta Regional Transportation Study has always satisfied FTA requirements for Title VI. In their latest 2012 Triennial Review, they stated, "no deficiencies were found with the FTA requirements for the Title VI." It is the MPO's hope this Environmental Justice Plan will demonstrate to both FTA and FHWA that the regions Environmental Justice needs are met and will continue to expand on them through their continued assistance.

G.3 Monitor and Update

The Augusta Planning and Development Department developed the Environmental Justice Plan with the help of local residents. It is maintained, monitored, and updated periodically by ARTS as new information becomes available. Continued efforts to monitor and update the Environmental Justice Plan include:

- Augusta Comprehensive Plan is anticipated to be updated 2017-18
- Columbia County's completed Growth Management plan update in 2016
- Aiken County's Comprehensive Land Use and Transportation completed plan update in 2016
- City of Aiken Comprehensive Plan is currently being updated

H. ADOPTION AND AMENDMENT OF PARTICIPATION PLAN

1. The ARTS Policy Committee adopts amendments to the ARTS Participation Plan after consultation with interested parties, a 45-day public review and comment period, and the consideration of any comments received from the general public and other interested parties.

2. Appendices to the Participation Plan include supplemental information, such as comments received about the Participation Plan and a list of locations where ARTS plans are available for public review. Updates to the appendices are not subject to the consultation and public review and comment requirements. Revisions to appendices will be distributed to all ARTS committees, applicable federal, state and local agencies and other interested parties.

3. The ARTS Participation Plan, and any amendments or updates to the plan, are available at public facilities throughout the study area, and posted on the ARTS web site.

4. The South Carolina Department of Transportation (SCDOT) considers amendments as major updates requiring SCDOT Commission approval, public comment, demonstration of fiscal constraint, and Federal approval. The actions subject to the amendment process include :

    a. Any new projects or inclusion of a construction phase receiving federal funds
    b. Removal of a project phase that has not been completed
    c. Significant changes in project description or scope and shifting of phase of work beyond the first four years of the STIP.
    d. Major cost increase as defined in **Table 4** of **Appendix G**.
    e. Any change to a non-exempt project within a nonattainment area that requires a re-demonstration of conformity.
    f. Requires a 21-day public comment period

APPENDIX A Adoption Resolution

AUGUSTA REGIONAL TRANSPORTATION STUDY

RESOLUTION OF THE POLICY COMMITTEE

ADOPTION OF THE ARTS PUBLIC PARTICIPATION PLAN

WHEREAS, the Governors of Georgia and South Carolina have designated the Augusta Planning & Development Department as the Metropolitan Planning Organization (MPO) for the Augusta Regional Transportation Study (ARTS) urban area; and

WHEREAS, it is necessary to adopt the ARTS Public Participation Plan in order to comply with the ARTS primary focus is to educate the general public and increase public participation in the transportation planning process, and

WHEREAS, this update to the Public Participation Plan includes the following:

1. Add the Go-To-Meeting, interactive online GIS transportation map and social media as a public outreach tool during public review meetings to engage the public and forum for public comments on transportation improvement projects and MTP.
2. Establish administrative modifications and amendment procedures consistent with SCDOT to expedite projects in Aiken County MPA.
3. Change the abbreviated public comment period from 15- days to 21- days to be consistent with SCDOT.
4. Per FHWA and FTA comments during the TMA Certification - The MPO's Participation Plan does not include a process for providing additional opportunity for public comment if the final LRTP and/or TIP differ significantly from the version that was made available for public comment; therefore, the Federal Review Team recommends that the MPO update its Participation Plan to include a process for providing additional opportunity for public comment if the final LRTP and/or TIP differ significantly from the version that was made available for public comment.

   Additional opportunities for public comment will be provided on revised regional transportation plans if changes were made to the draft document provided during the formalized public review and comment process. This includes both administrative modifications and amendments. The public will have the opportunity to view the changes on the ARTS website and/or the online public forum mapping application. ARTS MPO staff will accept comments through all communication formats identified in the Public Participation Plan.
5. Comply with FTA Program of Projects (POP) public notice requirement as follows: "The public involvement process for the Transportation Improvement Program, Long Range Transportation Plan, Special Projects or other plans and programs is used to satisfy the Georgia Department of Transportation public participation process for the Program of Projects."

BE IT RESOLVED, that the ARTS Policy Committee adopts the ARTS Public Participation Plan; and;

NOW THEREFORE BE IT FURTHER RESOLVED, that the ARTS Policy Committee finds that the requirements of laws and regulations regarding metropolitan transportation planning process have been met and the Chairman is hereby authorized to execute a joint certification of this fact with the Georgia Department of Transportation, the South Carolina Department of Transportation, the Federal Transit Administration and the Federal Highway Administration.

Adopted by vote in an open meeting this 7th day of December 2017.

Ron Cross, Chairman
Augusta Regional Transportation Study
Policy Committee

APPENDIX B Comments on Participation Plan

1. The participation plan will be updated accordingly following the public comment period of 45 days.

APPENDIX C Public Notice Of Meetings & Review Of Arts Documents

LOCATIONS FOR POSTING PUBLIC MEETING NOTICES

1. Augusta Planning & Development Department -535 Telfair Street, Augusta, GA
2. Aiken County Planning & Development Department -1930 University Parkway, Suite 2800, Aiken, SC
3. Columbia County Development Services -Evans Government Complex -630 Ronald Reagan Drive, Evans, GA
4. City of Aiken Planning Department -214 Park Avenue SW, Aiken SC
5. North Augusta Planning and Economic Development - 100 Georgia Avenue 2nd Floor, North Augusta, SC
6. Augusta Engineering Department -501 Telfair Street, Augusta, GA
7. Columbia County Engineering Services Department -630 Ronald Reagan Drive, Evans, GA
8. North Augusta Department of Engineering and Public Works -100 Georgia Avenue, North Augusta, SC
9. City of Aiken Public Works *I* Engineering -214 Park Avenue SW, Aiken SC
10. Aiken County Engineering -1930 University Parkway, Aiken, SC
11. Burnettown Town Hall- 3144 Augusta Road, Burnettown, SC
12. GA DOT Augusta Area Engineer's Office -4260 Frontage Road, Augusta, GA
13. SC DOT Area Engineer -1750 Park Avenue East, Aiken, SC
14. Grovetown City Hall – 103 Old Wrightsboro Road, Grovetown, GA
15. Fort Gordon - Woodworth Library, Bldg. 33500, Rice Road, Fort Gordon, GA
16. Augusta Public Transit/Buses –1535 Fenwick Street, Augusta, GA
17. Augusta-Richmond County Public Library – 823 Telfair Street, Augusta, GA
18. Augusta-Richmond County Public Library Appleby Branch - 2260 Walton Way, Augusta, GA
19. Augusta-Richmond County Public Library Diamond Lakes Branch - 101 Diamond Lakes Way, Hephzibah, GA
20. Augusta-Richmond County Public Library Friedman Branch - 1447 Jackson Road, Augusta, GA
21. Augusta-Richmond County Public Library Maxwell Branch - 1927 Lumpkin Road, Augusta, GA
22. Augusta-Richmond County Public Library Wallace Branch - 1237 Laney Walker Boulevard, Augusta, GA
23. Columbia County Public Library – 7022 Evans Town Center Blvd, Evans, GA
24. Lower Savannah Council of Government – 2748 Wagener Road, Aiken, SC
25. City of New Ellenton, 200 Main Street, New Ellenton, SC
26. Edgefield County, 124 Courthouse Square, Edgefield, SC

DOCUMENT LOCATIONS (DRAFT & FINAL DOCUMENTS)

1. Planning Offices (Augusta, North Augusta, Aiken, Aiken County, Columbia County)
2. Public Libraries (Augusta, North Augusta, Aiken, Columbia County)
3. Engineering Offices (Augusta, North Augusta, Aiken, Aiken County, Columbia County)
4. Burnettown Town Hall- 3144 Augusta Road, Burnettown, SC

5. Grovetown City Hall – 103 Old Wrightsboro Road, Grovetown, GA
6. Hephzibah City Hall – 2538 Highway 88, Hephzibah, GA
7. Blythe City Hall – 294 Church Street, Blythe, GA
8. GA DOT Area Engineer's Office -Frontage Road
9. SC DOT Area Engineer -1750 Park Avenue East, Aiken, SC
10. Fort Gordon - Woodworth Library, Bldg. 33500, Rice Road, Fort Gordon, GA
11. Augusta Public Transit –1535 Fenwick Street, Augusta, GA
12. Lower Savannah Council of Governments - 2748 Wagener Road, Aiken, SC
13. New Ellenton Town Hall – 200 Main Street, New Ellenton, SC
14. CSRA Regional Commission – 3626 Walton Way Ext. Suite 300, Augusta, GA
15. Edgefield Town Hall, 402 Main St, Edgefield, SC

APPENDIX D Evaluation Criteria and Performance Tools

Public Participation Tool	Evaluation Criteria	Performance Goal(s)	Methods to Meet Goal(s)
Public Meetings	Calls, letters, and e-mails; number of attendees	Minimum _ people per meeting	Schedule meetings at convenient times and accessible locations. Use other public involvement tools to increase awareness of meetings
Display Ad	Calls, letters, and e-mails.; Number of persons that it reached.	Minimum of 15% of meeting attendees/survey respondents that indicated that they saw the ad.	Pursue publication in a prominent location of the paper. Increase the size or modify the layout to make ads more visible.
E-mail Announcements /Internet Message Boards	Calls, letters, and e-mails.; Number of persons that it reached.	Minimum of 5% of meeting attendees/survey respondents indicated that they saw the announcement.	Increase e-mail list by advertising the availability of e-mail announcements using other public involvement tools.
Direct Mailings	Calls, letters, and e-mails.; Number of persons that it reached.	Minimum of 15% of meeting attendees/survey respondents that indicated that they received the mailing.	Increase/decrease mailing to more accurately target affected areas.
Posters and Flyers	Calls, letters, and e-mails.; Number of persons that it reached.	Minimum of 15% meeting attendees/survey respondents indicated they saw the poster.	Increase distribution to common areas where posters will be more visible to the general public.
Press Releases	Calls, letters, e-mails from media and others	No standard. Press release format may be modified based on specific comments received.	Prepare and distribute press releases as necessary to advertis ARTS meetings, review and comment periods, and milestones in specific projects.
Online Public Forum	Number of visits	Comments	Regular monitoring of public forum
ARTS Website	Number of visits	Comments	Regular monitoring of website

Public Participation Tool	Evaluation Criteria	Performance Goal(s)	Methods to Meet Goal(s)
ARTS Citizen Advisory Committee	Calls, letters, etc.; Attendance	N/A These committees are part of most planning studies. Elected officials in the study area appoint members.	The MPO staff and any consultant staff should encourage appointed members to attend meetings.
ARTS Newsletter (Hard Copy)	Number of people on mailing list	Minimum 10% increase in size of mailing list per program year.	Distribute at ARTS public meetings, other public meetings and at public facilities throughout the region.
ARTS Transportation Planning Web Site	Calls, letters, and e-mails.; Number of 'hits' (visits) on the web site	Minimum of 30 hits per month with a 5% increase in hits per quarter.	Use other public involvement tools, such as the ARTS newsletter, to increase advertisement of the web site.
Project Specific web pages.	Calls, letters, and e-mails.; Number of 'hits' (visits) on the web site	Minimum of 20 hits per month. Increase at least 10% over the life of the project. Expectation may be higher depending on the type and size of the special study.	Use other public involvement tools to increase advertisement of the web site.
Fact Sheets	Calls, letters, etc.; Number of persons reached.	Positive comments	
Surveys	Calls, letters, etc.; Number of responses	60% of contacted persons participate in the survey OR 20% of mail recipients return the survey.	Encourage responses by explaining the importance of receiving feedback. Offer incentives for returning surveys.
Paticipation Plan	No measure- PP should reflect the policies and practices of the MPO		Update at least every 3 years to incorporate the improvement strategies resulting from public involvement evaluations.
Identify stakeholders			Create a database of different groups that would be affected by certain projects.

APPENDIX E Public Participation Checklist & ARTS Contact Distribution List

Project: ____
Date: _____

Public Paprticipation Tool	Description	Method Used Yes / No
Transportation Planning web site	Public web site for dissemination of information	
Transportation Planning Feedback Database	Database that compiles feedback for evaluation	
Identify Interested Parties or Stakeholders	Method used to identify different groups that would be affected by a project	
Display Ad	Newspaper or print advertisements	
Direct Mailings	Used to more accurately target affected areas.	
Press Releases	Press releases to announce meetings, projects, et cetera.	
TV Message Boards	Government access channel announcement board.	
Project specific web sites	For use with other tools to provide detailed information	
Citizen Advisory Committee	Committee which is part of most planning studies.	
Small Group Meetings	Meetings that are held at the request of affected groups.	
E-mail Announcements	Used with other tools to increase public announcements	
Public Hearings	Used for the adoption of documents such as the TIP or UPWP.	
Comment Forms	Used to solicit public feedback and used for evaluation purposes.	
Surveys	Used to solicit public feedback on specific issues	
Posters and Flyers	Distributed in public areas to increase visibility	
Visualization Techniques	Drawing/sketches, aerial photography, pictures, “visual choice” surveys	
Public information	Available in an electronically accessible format (e.g. PDF documents)	
Public meetings	Held at convenient and accessible locations and times.	

ARTS Contact Distribution List

The following list contains general contact information for media and stakeholder agencies. A more comprehensive list of individual contact information is maintained and updated accordingly.

STATE RESOURCE AGENCIES
GEORGIA

ORGANIZATION	ADDRESS	PHONE	WEBSITE	INFORMATION AVAILABLE
Georgia Department of Natural Resources Environmental Protection Division	2 Martin Luther King Jr. Drive Suite 1152, East Tower Atlanta, GA 30334	800-241-4113	http://www.gaepd.org	Data, maps and regulations on air quality
Georgia Department of Transportation	One Georgia Center 600 W Peachtree St NW Atlanta, GA 30308, US		www.dot.ga.gov	Transportation plans, multimodal transpotation
Georgia Department of Transportation Air Quality Branch	One Georgia Center 600 W Peachtree St NW Atlanta, GA 30308, US	404-657-6698	www.dot.ga.gov/DOT/plan-prog/planning/aq/	Data, maps and regulations on congestion mitigation and air quality improvement
Georgia Department of Transportation Office of Intermodal Programs	One Georgia Center 600 W Peachtree St NW Atlanta, GA 30308, US	404-651-9200	www.dot.ga.gov/	Data, maps and regulations on Georgia's aviation, rail, transit,and waterways
Georgia Government		800-496-7442	www.georgia.gov	Data, information on state government, tourism, transzportation, employment
Georgia Department of Natural Resources, Historic Preservation Division	254 Washington Street SW Ground Level Atlanta, GA 30324	404-656-2840	www.gashpo.org	Data and information on historic and archeological sites
Georgia Department of Parks and Historic Sites	2 MLK Jr. Dr., Suite 1352 East Atlanta, GA 30334	800-864-7275	www.gastateparks.org/	Maps and information on state parks
Georgia Forestry Commission	2615 Tobacco Road Hephzibah , GA 30815	706-771-4922	richmondunit@gfc.state.ga.us	Maps & information on forest management and enforcement

ORGANIZATION	ADDRESS	PHONE	WEBSITE	INFORMATION AVAILABLE
Historic Augusta	415 Seventh Street Augusta, GA 30903	706-724-0436	http://www.historicaugusta.org/	Data, maps and information on historic resources
CSRA Regional Commission	3023 Riverwatch Parkway, Ste A Augusta, GA 30907-2016	706-210-2000 x 130	www.csrarc.ga.gov	Data, maps and information on transportation, transit, planning, environmental & landuse management.
Augusta Metro Chamber of Commerce	701 Greene Street Augusta GA 30903	706-821-1308	www.augustachamber.net	Maps, information on tourism, environment, business, manufacturing
Chamber of Commerce - Columbia County	4424 Evans to Locks Road Evans, GA 30809	803-651-0018		Maps, information on tourism, environment, business, manufacturing
Destination 20/20 Task Force	701 Greene Street Augusta GA 30903	706-821-1300		Maps, information on environment, business, cultural
Augusta Housing Authority	1425 Walton Way P. O. Box 3246 Augusta, GA 30903	706-312-3112	www.augustapha.org	
CSRA Area Agency on Aging	3023 Riverwatch Parkway, Ste A Augusta, GA 30907	706-210-2000	www.csrarc.org	
Easter Seals of East Georgia	1500 Wrightsboro Road Augusta, GA 30904	706-667-9695		

NEIGHBORHOOD ASSOCIATIONS

Richmond County Neighborhood Alliance
Summerville Neighborhood Association
West Augusta Alliance
Olde Town Neighborhood Association
East Augusta Neighborhood Association
Harrisburg – West End Neighborhood Association
Heritage Pine Neighborhood Association
Turpin Hill Neighborhood Association
Sandridge Community Association
Sand Hills Neighborhood Association
Laney Walker – Bethlehem Neighborhood Association

PUBLIC FACILITY	ADDRESS	CITY	STATE	ZIP
GA DOT Area Engineer's Office	4260 Frontage Road	Augusta	GA	30909
Augusta Traffic Engineer	507 Telfair Street	Augusta	GA	30901
Augusta-Richmond County Public Library	823Telfair Street	Augusta	GA	30901
May Park Recreation Center	622 Fourth Street	Augusta	GA	30901
McDuffie Woods Community Center	3431 Old McDuffie Road	Augusta	GA	30906
Telfair Neighborhood Service Center	333 Telfair Street	Augusta	GA	30901
Savannah Place Multipurpose Center	1014 11th Avenue	Augusta	GA	30901
Belle Terrace Community Center	2463 Golden Camp Road	Augusta	GA	30906
Bernie Ward Community Center	1941 Lumpkin Road	Augusta	GA	30906
Economic Opportunity Authority	1261 Greene Street	Augusta	GA	30901
Beulah Grove Resource Center	1446 Lee Beard Way	Augusta	GA	30901
Mary Utley Neighborhood Center	2024 Golden Rod Street	Augusta	GA	30901
New Hope Community Center	1331 Conklin Avenue	Augusta	GA	30901
Silas X. Floyd Neighborhood Service Center	921 Florence Street	Augusta	GA	30901
Augusta Housing Authority	1425 Walton Way	Augusta	GA	30901
CSRA RDC	3626 Walton Way Ext, #300	Augusta	GA	30909
Augusta Public Transit	1816 Wall Street	Augusta	GA	30904
Abbleby Branch Public Library	2260 Walton Way	Augusta	GA	30909
Maxwell Branch Public Library	1927 Lumpkin Road	Augusta	GA	30906
Wallace Branch Public Library	1237 Laney Walker Blvd	Augusta	GA	30901
Columbia County Planning Dept.	630 Ronald Reagan Drive	Evans	GA	30809
Gibbs Memorial Library	326 North Belair Road	Evans	GA	30809
Columbia County Public Library	7022 Evans Towne Center Blvd	Evans	GA	30802
Woodworth Library	Bldg... 33500, Rice Road	Fort Gordon	GA	30805
Grovetown City Hall	103 West Robinson Avenue	Grovetown	GA	30813
Euchee Creek Library	5907 Euchee Creek	Grovetown	GA	30813
Bessie Thomas Community Center	5915 Euchee Creek Drive	Grovetown	GA	30803
Pride & Progress`	1332 Brown Road	Hephzibah	GA	30815
Augusta Richmond County Public Library	101 Diamond Lakes Way	Hephzibah	GA	30815
Savannah Rapid Pavilion	3300 Evans to Locks Road	Martinez	GA	30907
Aiken County Planning Department	1930 University Parkway, Suite 2800	Aiken	SC	29801
Aiken County Engineering Department	1930 University Parkway, Suite 3300	Aiken	SC	29801
SC Area Engineer	1931 University Parkway	Aiken	SC	29801
Aiken Area Council On Aging - Harold House Hall	159 Morgan Street, NW	Aiken	SC	29801
Cumberland Village Senior Living Community	3335 Wise Creek Lane	Aiken	SC	29801
Trinity on Lauren Lutheran Homes of South Carolina	213 Laurens Street, NW	Aiken	SC	29801
H. Odell Weeks Activity Center	1700 Whiskey Road	Aiken	SC	29803
Aiken County Veterans Affairs	1930 University Parkway, Suite 2305	Aiken	SC	29801

PUBLIC FACILITY	ADDRESS	CITY	STATE	ZIP
Harbor Chase	1383 Silver Bluff Road	Aiken	SC	29803
Aiken County Public Library	314 Chesterfield Street S	Aiken	SC	29801
Area Churches Together Serving (ACTS) Inc.	340 Park Avenue, SW	Aiken	SC	29801
Hitchcock Healthcare	690 Medical Park Drive	Aiken	SC	29801
City of Aiken Planning Department	214 Park Avenue SW, Room 202	Aiken	SC	29801
City of Aiken Engineering & Utilities Department	245 Dupont Drive NW	Aiken	SC	29801
Aiken Housing Authority	100 Rogers Terrace	Aiken	SC	29801
Croft House, Inc.	356 York Street NE	Aiken	SC	29801
Burnettown Town Hall	3144 Augusta Road	Burnettown	SC	29816
City of North Augusta Traffic Engineering	400 East Buena Vista Avenue	North Augusta	SC	29841
Tri-Development Center	123 Pinewood Road	North Augusta	SC	29841
Nancy Carson Library	135 Edgefield Road	North Augusta	SC	29841
North Augusta Activities Center	100 Riverview Drive	North Augusta	SC	29841
North Augusta Community Center	101 Brookside Drive	North Augusta	SC	29841
Vintage Garden at Sweetwater	105 Murrah Road	North Augusta	SC	29841
Alterra Sterling House	105 North Hills Drive	North Augusta	SC	29841
North Augusta Planning Department	100 Georgia Avenue, 2nd Floor	North Augusta	SC	29841

ENVIRONMENTAL JUSTICE /COMMUNITY MEETING VENUES	ADDRESS	CITY	STATE	ZIP
Augusta-Richmond County Municipal Building	535 Telfair Street	Augusta	GA	30901
Carrie J. Mays Family Life Center	1014 Eleventh Ave	Augusta	GA	30906
Diamond Lakes Community Center	103 Diamond Lakes Way	Hephzibah	GA	30815
Gracewood Community Center	2309 Tobacco Rd	Augusta	GA	30906
Hephzibah City Hall	2530 GA-88	Hephzibah	GA	30815
Oak Pointe Community Center	730 E Boundary	Augusta	GA	30901
Sand Hills Community Center	2540 Wheeler Rd	Augusta	GA	30904
Unitarian Universalist Church of Augusta	3501 Walton Way Ext	Augusta	GA	30909
Warren Road Community Center	300 Warren Rd	Augusta	GA	30907
Evans Government Complex	630 Ronald Reagan Drive	Evans	GA	30809
First Baptist Church of Evans	515 N. Belair Road Evans	Evans	GA	30809
Liberty Park Community Center	1040 Newmantown Rd	Grovetown	GA	30813
Aiken County Government Center	1930 University Pkwy	Aiken	SC	29801
North Augusta Community Center	495 Brookside Ave	North Augusta	SC	29841
Odell Weeks Activity Center	1700 Whiskey Rd	Aiken	SC	29803
Riverview Park Activities Center	100 Riverview Park Drive	North Augusta	SC	29841
Dyess Park	902 James Brown Blvd	Augusta	GA	30901
Eastview Park	644 Aiken St	Augusta	GA	30901
Henry Brigham Community Center	2463 Golden Camp Rd	Augusta	GA	30906
McDuffie Woods Park	3431 Old McDuffie Rd	Augusta	GA	30906
Smith Hazel Recreation Center	400 Kershaw St NE	Aiken	SC	29801

APPENDIX F ARTS Project Development Process

Transportation Project Development
Amendments and Modifications to the LRTP and TIP

The Augusta Regional Transportation Study (ARTS) was established in response to transportation planning requirements included in the Federal Aid Highway Act of 1962. This Act required urbanized areas with populations of 50,000 or more persons to have a cooperative, comprehensive, and continuing transportation planning process in order to qualify for Federal funding for highway projects. Subsequent transportation legislation has continued this requirement and expanded it somewhat to include all surface transportation projects. The most recent federal transportation laws affecting ARTS is the Moving Ahead for Progress in the 21st Century Act (MAP-21), enacted on July 6, 2012, and the Fixing America's Surface Transportation Act (FAST), enacted on December 4, 2015.

The Long Range Transportation Plan (LRTP) is the official multimodal transportation plan with a twenty-year planning horizon developed and adopted through the metropolitan transportation planning process. The LRTP can be amended when necessary with the review of the committees and the public, and the approval by the ARTS Policy Committee. Projects must be in the LRTP to be eligible for federal aid funding and then included in the Transportation Improvement Program (TIP). All transportation projects must be located on the functionally-classified road network and/or within the urbanized area boundary and metropolitan planning area (MPA) in order to be eligible for federal funds and included in the ARTS LRTP, TIP and the applicable State TIP. The Functional Classification map shows the eligible roads in the ARTS area.

The Transportation Improvement Program (TIP) is a multi-year intermodal program serving as the link between planning for transportation system infrastructure needs, financing and capital improvement programming and project implementation. The ARTS TIP covers a four-year period for the Georgia portion of the MPO study area and a six-year period for the South Carolina. The TIP is updated each year or as needed with input from the general public, the ARTS MPO committees, GDOT, SCDOT, FHWA, FTA, EPA and other MPO stakeholders. The TIP is adopted by the ARTS Policy Committee and then approved by the governors of Georgia and South Carolina. Projects in the ARTS TIP are then included in the Georgia and South Carolina State TIPs.

The ARTS TIP includes all transportation projects for highways, roads, bridges, ITS and traffic signals, bicycle and pedestrian, public transit and freight. It includes all identified phases of a project proposed for financing with federal funds. Whether a project is scheduled to be completed in one year or phased over several years, it must advance to the TIP in order to be eligible for federal funding. The following information is included in the TIP for each project: description, estimated total cost, amount of federal funds allocated each program year, proposed sources of funding, and responsible implementing agencies. Funding for road and bridge projects is allocated for one or more of the five major phases of such projects: scoping, preliminary engineering, right-of-way acquisition, construction, and utilities. A project is removed from the TIP once it advances to the construction phase.

The LRTP must be financially constrained based on projected revenue covering the twenty-year plan horizon. The TIP must be financially constrained for each program year. The TIP financial plan must demonstrate that the identified projects can be implemented using current and expected revenue sources. The TIP also lists projects from the previous TIP that have moved to construction and identifies any significant delays in the implementation of projects remaining in the TIP.

When projects are added to the LRTP and TIP, they are prioritized based on ARTS Long Range Transportation Plan (LRTP) goals and objectives, area-wide needs, safety and security benefits. Criteria used to establish area-wide needs include a project's inclusion in the ARTS LRTP, its compatibility with other local and regional plans, the project's readiness and the availability of funds. In addition to area–wide needs, consideration is given to projects that demonstrate safety, and security benefits to one or more user groups (e.g. motorists, pedestrians, bicyclists, transit users and freight carriers). The ARTS LRTP goals are as follows:

Transportation Vision 2040 Long Range Transportation Plan Goals:

1. **Congestion and Traffic Safety**: Develop a multimodal transportation system that promotes strategies to reduce traffic congestion and delay.
2. **Mobility, Accessibility and Connectivity**: Develop a multimodal transportation system that promotes strategies that improve mobility and accessibility for motorized and non-motorized users of the transportation network including freight and goods movement.
3. **Safety and Security**: Develop a multimodal transportation system that increases the security of the transportation system and promotes strategies to reduce traffic crashes and injury outcomes.
4. **Maintenance, System Preservation and Operational Efficiency**: Develop a transportation system that will allow mobility throughout the region by improving the physical condition and maintenance of the transportation network, and provide efficient and safe movement of persons and goods/freight.
5. **Economic Vitality and Environmental Stewardship**: Develop a transportation system that will enhance the economic, social, and environmental fabric of the region through coordinated transportation and planned land use
6. **Land Use and Transportation Integration**: Promote efficient land use and development patterns to improve safety and economic vitality to meet existing and future multimodal transportation needs.
7. **Financial Feasibility**: Develop a transportation system that is financially and politically feasible and has broad support by increasing the safety and security of the transportation system for all users.

Transportation projects deriving from an adopted short-term and/or functional area plan such as Congestion Management System Plan, Transit Development Plan, Comprehensive Operational Analysis, Regional Bicycle and Pedestrian Plan, Advanced Traffic Management System (ATMS)

Master Plan, Traffic Safety - Crash Analysis Report, and special corridor studies can be amended to the LRTP and TIP as funding become available.

Transportation Projects in the ARTS metropolitan planning area within South Carolina are subject to project prioritization ranking criteria developed as a result of the passage of South Carolina Legislative Act 114 in 2007. Aiken County utilizes a Project Prioritization Tool that includes traffic and congestion, safety, financial viability, economic development, pavement condition, truck traffic, and environmental impact.

Process for Approving the LRTP and TIP

The process for approving or amending a new project into the LRTP and/or and the approval of a new TIP document is done through ARTS staff, ARTS committees, federal and state partners, and public evaluation, review and approval. The process is described below, starting from the initial project submittal to the approval of the project into the LRTP and/or TIP, and ultimately into the State TIP.

Project Submittal

Sponsors submit detailed project information, including name, location, termini, project description, length, total costs by each phase, phase years, and sources of funding (both federal and local). Sponsors must demonstrate how the project will meet the goals and objectives identified in the LRTP. Additional information may be required to assist the ARTS MPO staff consultation and evaluation of the project. The project must be included in the Long Range Transportation Plan (LRTP) to be considered in the Transportation Improvement Program (TIP).

Consultation and Evaluation

ARTS MPO staff evaluates the project to ensure it meets the goals and objectives of the Long Range Transportation Plan, identifies the affected stakeholders and public, reviews additional information related to the project, analyses the impact on Environmental Justice communities, and is consistent with federal and state requirements for federally funded transportation projects. The detailed project information is also reviewed to ensure completeness, proper phasing, location, and cost estimates. At this time, ARTS MPO staff prepares the project for inclusion in the next round of ARTS Committee meetings. The members of the ARTS committees are part of the consultation and evaluation process.

Financial Constraint

Fiscal constraint must be reaffirmed and documented as part of the amendment to the TIP and LRTP. Project phase timing and costs are reviewed for constraint in the TIP by federal funding revenue, and in the LRTP by generalized federal funding forecasts (project in LRTP may not be linked to a specific federal funding code). Local funding revenue sources, including forecasts, are based on local government approval. Local project sponsors must agree to an increase in projected local revenue sources or push other project phases to different years if a project does not meet local fiscal constraint in the LRTP.

Cost estimations and timing of project should be done through a consistent methodology that is acceptable with reasonable assumptions (recommended to be similar to State DOT cost estimation tools) that also accounts for unanticipated cost increases through the use of contingencies.

Prioritization of Projects

Projects within the LRTP and TIP are prioritized based on the goals and objectives in the LRTP, project readiness, and available funding. In South Carolina, this process is done through the Aiken County Prioritization Tool, developed by South Carolina ARTS as part of South Carolina Legislative Act 114 to prioritize projects. Act 114 takes into consideration at least the following criteria: (1) financial viability including a life cycle analysis of estimated maintenance and repair costs over the expected life of the project; (2) public safety; (3) potential for economic development; (4) traffic volume and congestion; (5) truck traffic; (6) the pavement quality index; (7) environmental impact; (8) alternative transportation solutions; and (9) consistency with local land use plans.

Performance-based planning and programming will continue to develop as part of the transportation project development process, creating more comprehensive measurements, analysis, and vetting of projects based on the goals and objectives identified in the LRTP.

Committee Review and Approval (1st Round)

The ARTS MPO is made up of multiple committees that review and approve all amendments to the TIP/LRTP. The current structure of the meetings is quarterly, with each committee meeting a month before the subsequent committee. Descriptions of the actions related to amendments for each committee is provided below.

Test Network Subcommittee (TNS) – made up of planners and engineers from the state and region. Provides initial discussion of projects and the associated phasing and costs. Any technical considerations not yet identified by ARTS Staff is brought up at the meeting. This is also an opportunity for project sponsors to ask questions related to the project moving through the amendment process.

Technical Coordinating Committee (TCC) – made up of planners and engineers from the state and region. Final draft detailed project information is presented to the committee for recommended approval to the Citizens Advisory Committee.

Citizens Advisory Committee (CAC) – made up of citizens representing the jurisdictions and communities in the region. The CAC provides local knowledge and citizen input on the project.

Citizens Advisory Committee (CAC) Standing Subcommittee – made up of citizens representing veterans, persons with disabilities, rural transportation, and private transportation providers. The CAC Standing Subcommittee provides local knowledge and citizen input on the transportation planning process and transportation improvement program.

South Carolina Technical Coordinating Committee – subcommittee for South Carolina portion of ARTS MPO made up of planners and engineers from the state and region. Final draft detailed project information is presented to the committee for recommended approval to the other ARTS MPO committees and the South Carolina Policy Subcommittee.

South Carolina Bicycle and Pedestrian Advocacy Committee (BPAC) – subcommittee for South Carolina portion of ARTS MPO made up of citizens, SC ARTS staff (ex-officio members), and other local officials (ex-officio members) advocating for bicycle and pedestrian transportation. This committee considers standalone projects as well as the inclusion of bicycle and pedestrian on other multimodal transportation projects.

South Carolina Policy Subcommittee – represents local elected and appointed officials for the South Carolina portion of the ARTS MPO. The committee provides endorsement for amendments to the TIP and LRTP.

Policy Committee - represents local elected and appointed officials for the ARTS MPO region. The committee provides endorsement for amendments to the TIP and LRTP.

Public Review

After endorsement of an amendment by the ARTS MPO Policy Committee, the projects and associated financial tables and updated TIP are prepared for public review. Amendments to the TIP/LRTP go through a 30-day public review period where the public has the opportunity to provide input through in-person meetings and digitally through online submittal. A 21- day public review is permissible in an effort to coordinate with the SCDOT Public Participation Process and to enhance the project delivery implementation process with the potential to result in project cost savings. The comment period will begin following the first full day after the public notice announcement and expire after 21 calendar days.

ARTS will partner with GDOT and SCDOT when they are conducting public meetings on transportation projects in the TIP and LRTP to coordinate outreach efforts in the ARTS planning area. When a public meeting is held by SCDOT in ARTS planning area, this public meeting may serve in lieu of public review meeting conducted by ARTS. SCDOT will notify ARTS staff of such public meetings and use local media and outreach strategies for public notification in the ARTS planning area.

The public is able to view the amendments on the ARTS MPO website through the draft documents and the online interactive map. Both online locations provide links to submit public comments. Public meetings are held at convenient and accessible locations that also provide ADA accessibility. Meetings include the draft amendments in the TIP, associated financial tables showing fiscal constraint, and maps of the amended projects. More detailed information regarding Participation Strategies and public review requirements can be found in the ARTS MPO Public Participation Plan.

The ARTS MPO staff summarizes the outreach and meeting process, including all comments and questions gathered from the public review. The summary is placed into the final TIP document, posted on the website and a report is presented at the next Policy Committee.

Committee Review and Approval (Second Round)
During and after the public review process, the next round of ARTS Committee meetings reviews the incoming public comments received before it moves to adoption by the Policy Committee. The public comments are seen by the TNS, TCC, CAC, and South Carolina ARTS committees if applicable.

Additional Opportunities for Public Comment and Notification of Revisions to Final Draft
An additional opportunity for public comment on the revised TIP and LRTP will be made available if changes were made to the draft document provided during the formalized public review and comment process. This includes all changes, both administrative modifications and amendments. The public will have the opportunity to view the changes on the ARTS website and the online public forum mapping application. ARTS MPO staff will accept comments through all communication formats identified in the Public Participation Plan.

Any revisions to the TIP and LRTP after the Public Review process will be addressed in the final version of the Public Review Summary in the TIP Document as well as through the Administrative Modification and Amendment process and summary table. These changes will also be provided to the ARTS MPO committees after public review meetings.

Adoption by Policy Committee
After public review, the Policy Committee provides final review and adoption of the amended TIP. Final adoption is executed through a Signed Adopted Resolution by the ARTS Policy Committee Chair.

Publish Final TIP
The final TIP document along with an updated amendments/modifications table is made available on the ARTS website after adoption by the ARTS Policy Committee.

Transmittal Form sent to GDOT/SCDOT
Transmittal forms for the amendment are sent to the respective planning and/or transit offices of GDOT and SCDOT. The form includes project amendment letter, updated project sheet, relevant committee and public review comments, and a link to the updated TIP and/or LRTP document. There are separate official forms for both Georgia and South Carolina.

STIP Approval
Projects that are amendment by the ARTS MPO are added to the next round of STIP amendments for the state DOTs. The STIPS are reviewed by FHWA and FTA during this time period. Finally, the GDOT STIP amendments are approved by the GDOT Office of Financial Management and the SCDOT STIP amendments are approved by the SCDOT Commission.

Timeline	Task or Action	Time Commitment	Who
3 Weeks before TNS (Month 1)	**[1]Project Submittal Deadline**	**1 day**	**Project Sponsor**
1 month (Month 1)	Staff Consultation and Draft Amendment Changes Draft Project Sheet Draft Amendments/Modification table Staff Consultation Process Identification of affected stakeholders, agencies, public, etc. Review of available information. Ensure Financial Constraint	5 days	ARTS Staff, Partners
	Draft changes to financial tables: TIP & LRTP Georgia and South Carolina Expenditures by Type TIP & LRTP Georgia and South Funding and Expenditures Summary Z230, Z240, or Transit Financial Tables if Applicable		ARTS Staff
	Review of available funding by State DOTs	5 days	State DOTs
	Test Network Subcommittee (TNS) Staff Report and Presentation	1-2 days	ARTS Staff
	***Test Network Subcommittee (TNS) Recommendation to TCC**	**1 day**	**TNS**
1 month (Month 2)	Technical Coordinating Committee (TCC Staff Report and Presentation	1-2 days	ARTS Staff
	***Technical Coordinating Committee (TCC) Endorses Draft**	**1 day**	**TCC**
1 month (Month 3)	South Carolina Technical Coordinating Committee (SC TCC) Staff Report and Presentation	1-2 days	ARTS Staff
	***South Carolina Technical Coordinating Committee Endorses Draft**	**1 day**	**SC TCC**
	Citizens Advisory Committee (CAC) Staff Report and Presentation	1-2 days	ARTS Staff
	South Carolina Policy Subcommittee Staff Report and Presentation	1-2 days	ARTS Staff
	***South Carolina Policy Committee (SC PC) Endorses Draft**	**1 day**	**SC PC**
	***Citizens Advisory Committee (CAC) Endorses Draft**	**1 day**	**CAC**
1 month (Month 4)	Create Draft Transportation Improvement Program Document: Update pages as necessary Project Index, Project Sheets, Project Summary Sheets Draft Public Review Summary	3 days	ARTS Staff, Partners ARTS Staff
	Preparation of Notifications for Public Review Listserve Email Announcements Newspaper Display Ad Direct Mailings Press Releases TV Message Boards Poster and Flyers Printed version of document/supporting info at public locations Digital version of document/supporting info for website	4 days	ARTS Staff, Partners ARTS Staff
	Policy Committee (PC) Staff Report and Presentation	1 day	ARTS Staff
	***Policy Committee (PC) Endorses Draft**	**1 day**	**PC**

Timeline	Task or Action	Time Commitment	Who
3 months (Months 4,5,6)	Website Update with Draft Documents	2 days	ARTS Staff
	Project Interactive Map		ARTS Staff
	Draft Project Sheet Draft Amendments & Modification Table Draft Financial Tables		ARTS Staff
	Calendar		ARTS Staff
	Ensure Financial Constraint		ARTS Staff
	Preparation of Public Meeting Materials Maps Financial Tables Project Sheets Presentation Wayfinding Display Comment Forms	5 days	ARTS Staff
	Send out email notification and items for public locations	1-2 days	
	Public Review and Meetings	**[2]30 days**	**ARTS Staff, Partners**
	Public Review Meeting Summary	3 days	ARTS Staff
	Draft Resolution for Adoption by Policy Committee (PC)		ARTS Staff
	Draft Staff Report for Policy Committee (PC)		ARTS Staff
	ARTS Committees Review: TNS, TCC, CAC (2nd Meetings)	2 weeks total (see individual committee actions for 1st Meeting above)	ARTS Staff, ARTS Committees
	Adoption by Policy Committee	**1 day**	**PC**
1 week (Months 4, 5, 6)	Signed Adopted Resolution	1 day	ARTS Staff, Partners
	Final MPO Transportation Improvement Program (TIP) Document	2-3 days	ARTS Staff, Partners
	Insert Authorizing Resolution		ARTS Staff
	Update Public Review Summary		ARTS Staff
	Print New Version		ARTS Staff
	Ensure Financial Constraint		ARTS Staff, Partners
	Publish Final MPO Transportation Improvement Program (TIP)	**1 day**	**ARTS Staff**
	Website Update with Final Documents	1-2 days	ARTS Staff
	Final Transportation Improvement Program (TIP) Document Financial Summary sheets Amendments & Modifications Table		ARTS Staff
	Create Transmittal Form sent to GDOT/SCDOT	1 day	ARTS Staff, Partners
	Attach project sheet		ARTS Staff
1 day (Month 7)	**Transmittal Form sent to GDOT/SCDOT for Approval** In South Carolina must submit 2 weeks prior to Commission date to meet that months STIP revisions	**1 day**	**ARTS Staff, GDOT, SCDOT**
1.5 months (Month 8)	**South Carolina State TIP Approved by SCDOT Commission and approved by FHWA and FTA.**	**1.5 months**	**SCDOT, FHWA, FTA**
3 weeks (Month 8)	**Georgia State TIP Approved by Office of Financing Management and approved by FHWA and FTA**	**1.5 months**	**GDOT, FHWA, FTA**

[1] Project submittal also allowable before Technical Coordinating Committee (TCC)

[2] 21-day public review allowed in special circumstances. Special circumstances are limited to instances in which time constraints would cause the MPO to miss a deadline for approval of a project or projects.

*ARTS MPO Committees meet on a quarterly schedule.

APPENDIX G Georgia STIP and TIP Amendment Process

Georgia Statewide Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP) Amendment Process

The federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued the Final Rule to revise the Statewide and Metropolitan Transportation Planning regulations incorporating changes from the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users on February 14, 2007 with an effective date of March 16, 2007. The revised regulations clearly define administrative modifications and amendments as actions to update plans and programs. Part 23 Code of Federal Regulations (CFR) Part 450.104 defines administrative modifications and amendments as follows:

- Administrative modification "means a minor revision to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously-included projects, and minor changes to project/project phase initiation dates. Administrative Modification is a revision that does not require public review and comment, re-demonstration of fiscal constraint, or a conformity Determination (in nonattainment and maintenance areas)."

- Amendment "means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g. changing project termini or the number of through traffic lanes). Changes to projects that are included only tor illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment, re-demonstration of fiscal constraint, or a conformity determination (for metropolitan transportation plans and TIPs involving "non-exempt" projects in nonattainment and maintenance areas). In the context of a long-range statewide transportation plan, an amendment is a revision approved by the State in accordance with its public involvement process."

The following procedures are for processing administrative modifications and amendments to the STIP and Metropolitan Planning Organizations (MPOs) TIPs and Long Range Transportation Plans (LRTPs). A key element of the amendment process is to assure that funding balances are maintained.

Administrative Modification

The following actions are eligible as Administrative Modifications to the STIP/TIP/LRTP:

A. Revise a project description without changing the project scope, conflicting with the environmental document or changing the conformity finding in nonattainment and maintenance areas (less than 10% change in project termini). This change would not alter the original project intent.
B. Splitting or combining projects.
C. Federal funding category change.
D. Minor changes in expenditures for transit projects.
E. Roadway project phases may have a cost increase less than $2,000,000 or 20% of the amount to be authorized. The 20% scenario amount may not exceed $10,000,000.
F. Shifting projects within the 4-year STIP as long as the subsequent annual draft STIP was submitted prior to September 30.
G. Projects may be funded from lump sum banks as long as they are consistent with category definitions.

An administrative modification can be processed in accordance with these procedures provided:

1. It does not affect the air quality conformity determination.
2. It does not impact financial constraint.
3. It does not require public review and comment.

The administrative modification process consists of a monthly list of notifications from GDOT to all involved parties, with summaries sent on a monthly basis to the FHWA and FTA by the GDOT.

The GDOT will submit quarterly reports detailing projects drawn from each lump sum bank with remaining balance to the FHWA.

Amendment

The following actions are considered amendments to the STIP/TIP/LRTP:

A. Addition or deletion of a project.
B. Addition or deletion of a phase of a project.
C. Roadway project phases that increase in cost over the thresholds described in the Administrative Modification section.
D. Addition of an annual TIP.
E. Major change to scope of work of an existing project. A major change would be any change that alters the original intent i.e. a change in the number of through lanes or a change in termini of more than 10 percent.

F. Shifting projects within the 4-year STIP which require re-demonstration of fiscal constraint, or when the subsequent annual draft STIP was not submitted prior to September 30. (See Administrative Modification item F.)

Amendments to the STIP / TlP / LRTP are developed in accordance with the provisions of 23 CFR Part 450. This requires public review and comment and replying to all comments, either individually or in summary form. For amendments, the public review process is completed in accordance with the procedures outlined in the Participation Plan. The GDOT will assure that the amendment process and the public involvement procedures have been followed. Cost changes made to the second, third and fourth years of the STIP will be balanced during the STIP yearly update process. All amendments should be approved by FHWA and/or FTA.

APPENDIX H South Carolina STIP and TIP Amendment Process

South Carolina Statewide Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP) Amendment Process

Administrative modification for projects in the South Carolina portion of ARTS is based on the Sliding Scale for Statewide Transportation Improvement Programs (STIP). Table 4 shows the sliding scale. The sliding scale only applies to initial authorizations that vary from the STIP entry for statewide programs.

Table 4: Cost Threshold – South Carolina

STIP Budget (in Millions by Phase of Work)	Limit Requiring Right Sizing (in Millions by Phase of Work)	Limit Requiring Correction (in Millions by Phase of Work)	Limit Requiring Amendment (in Millions by Phase of Work)
< $1	Increase less than 100%	100 % or greater	Not applicable for phase of work less than $10 million
> $1 to $3	Increase less than $1.5	Increase greater than $1.5	
> $3 to $5	Increase less than $2	Increase greater than $2	
> $5 to $10	Increase less than $3	Increase greater than $3	
>$10	Increase less than $3	Increase greater than $3 million	Increase of 50% or greater. Any increase greater than $10 million

The following table provides guidance on the thresholds for Administration Modifications and Amendments to the LRTP and TIP within the ARTS MPO. The table is a summary of the processes from both SCDOT and GDOT.

Table 5: Guidance on Administrative Modification or Amendment

Type of Action	Administrative Modification	Amendment
Adding or deleting a project	No	Yes
Adding or deleting lump sum projects and Statewide Program projects that do not involve new capacity	Yes	No
Adding or deleting an entire phase	No	Yes
Change in project intent or scope	No	Yes (ex. change in # of through lanes)
Change in termini	<10%	10% or more
Splitting or Combining Projects	Yes	No
Federal funding category change	Yes	No

Shift project phase within 4-year window	Inside 4-year window	Outside 4-year window
Addition of an annual TIP	No	Yes
Georgia Project cost increase	Phase has a cost increase of<$2 million or 20% of the original amount to be authorized	Phase has a cost increase of $2 million or greater and >20% of amount to be authorized
South Carolina Project cost increase	Total original cost for phase of work in TIP/STIP is $10,000,000 or less and will remain at or below <$50,000,000 after cost change.	Total original cost for phase of work in TIP/STIP is >$10 million to $50 million and cost change is greater than $10 million OR Total original cost for phase of work in TIP/STIP is >$50 million and cost change is increases by 25% or greater
Does the project affect air quality in non-attainment areas?	No	Not applicable to ARTS area
Does the project affect financial constraint?	Financial constraint remains as a positive balance	Project creates negative balance for financial constraint
Change in transit program cost (FTA)[South Carolina]	Within 25% difference of original cost	25% or more above or 25% or move below original cost
Change in transit funding source (FTA) [South Carolina]	No	Yes

Notes:

1. The date a TIP becomes effective is when the Governor or his designee approves it. For nonattainment and maintenance areas, the effective date of the TIP is the date of U.S. Department of Transportation's positive finding of conformity.
2. The date the STIP becomes effective is when FHWA and FTA approve it.
3. The STIP is based on the state fiscal year, which is July 1 - June 30.
4. Funds for cost increases will come from those set aside in the STIP financial plan by the GDOT for modifications and cost increases. Fiscal constraint will be maintained in the STIP at all times.

APPENDIX I Community Meeting Evaluation Form

Transportation Vision 2040

COMMUNITY MEETINGS MARCH 2015
MEETING EVALUATION AND COMMENT FORM

1. How did you hear of these community meetings?

☐ Flyer ☐ Radio ☐ Television ☐ Internet ☐ Bus
☐ Social Media, e.g., Facebook, Twitter ☐ Word of mouth
☐ Newspaper, which? ..... ☐ Other .....

2. Was the meeting location easy to locate? ☐ Yes ☐ No

3. Was the meeting room comfortable and accessible? ☐ Yes ☐ No

4. Did you find the presentation, displays and materials visually appealing?

☐ Yes ☐ Somewhat ☐ No Which worked best for you?_____
If No, what could we have done better?

.....

5. Did you find the presentations, map displays and materials easy to understand?

☐ Yes ☐ Somewhat ☐ No Which worked best for you?_____
If No, what could we have done better?

.....

6. Were your questions answered by the Staff at the community meeting?

☐ Yes ☐ Somewhat ☐ No ☐ Did not ask question
If No, what could we have done better? (Please write your question in the comments section below)

.....

7. How would you rate the community meeting overall?

☐ Excellent ☐ Very Good ☐ Good ☐ Poor ☐ Very poor

Comments: _____

Would you like to be added to our mailing list? ☐ Yes ☐ No If, yes, please provide an email address _____. Comments can be mailed to Lynn Russell at the Augusta Planning and Development Department, 525 Telfair Street, Augusta, Georgia 30901. Tel: (706) 821-1796 or emailed to ARTS@augusta.gov

Transportation Vision 2040 Community Meeting Evaluation and Comment Form

APPENDIX J Community Meeting Sign In Form

Transportation Vision 2040

AUGUSTA REGIONAL TRANSPORTATION STUDY
COMMUNITY MEETING

NAME	ADDRESS	EMAIL

APPENDIX K Environmental Justice Analysis

G.1 Analysis

Data from the Decennial Census 2010 and American Community Survey document Environmental Justice characteristics of the ARTS area. Where census tracts split the boundary of the ARTS region, a ratio of the data is calculated based on the proportion within the study area. *Tables 6 and 7* display population by race and Hispanic origin in the study area. The Environmental Justice population characteristics are illustrated in *Figures 4 through 9*.

Table 6: ARTS Population by Race, 2010

Race	2010	Percentage	2009-2013 Estimate	Percentage	2015 Estimates	Percentage
White	8,629	43.4%	10,533	50.97%	295,715	59.09%
Black	1,847	9.3%	2,607	12.62%	180,860	36.14%
American Indian	226	1.1%	129	0.62%	1,278	0.26%
Asian	95	0.5%	81	0.39%	10,233	2.04%
Hawaiian	44	0.2%	4	0.02%	530	0.11%
Other	6,947	34.9%	5,889	28.50%	997	0.20%
Two or More	2,090	10.5%	1,423	6.89%	10,869	2.17%
Total	19,878	100.0%	20,667	100.00%	500,482	**100.00%**

Sources: U.S. Decennial Census 2010, U.S. Census American Community Survey 5-year Estimate (2009-2013), U.S. Census 2015 American Community Survey 5- year Estimates

Table 7: Hispanic Population by Race, 2010

Hispanic	Total	Percentage
White	8,629	43.4%
Black	1,847	9.3%
American Indian	226	1.1%
Asian	95	0.5%
Hawaiian	44	0.2%
Other	6,947	34.9%
Two or More	2,090	10.5%
Total	19,878	100.0%

Sources: US Decennial Census 2010

Minority population accounts for more than 42% of total population within the ARTS area, while the non-minority population accounts for approximately 58%. The majority of African Americans, and persons of Hispanic Origin, reside in Richmond County, Georgia and Aiken County, South Carolina. Richmond County and Aiken County also account for a majority of the population whose income is below the 150% of the poverty level. Columbia County, Georgia accounts for a majority of the Asian population.

Figure 4: ARTS Elderly Population

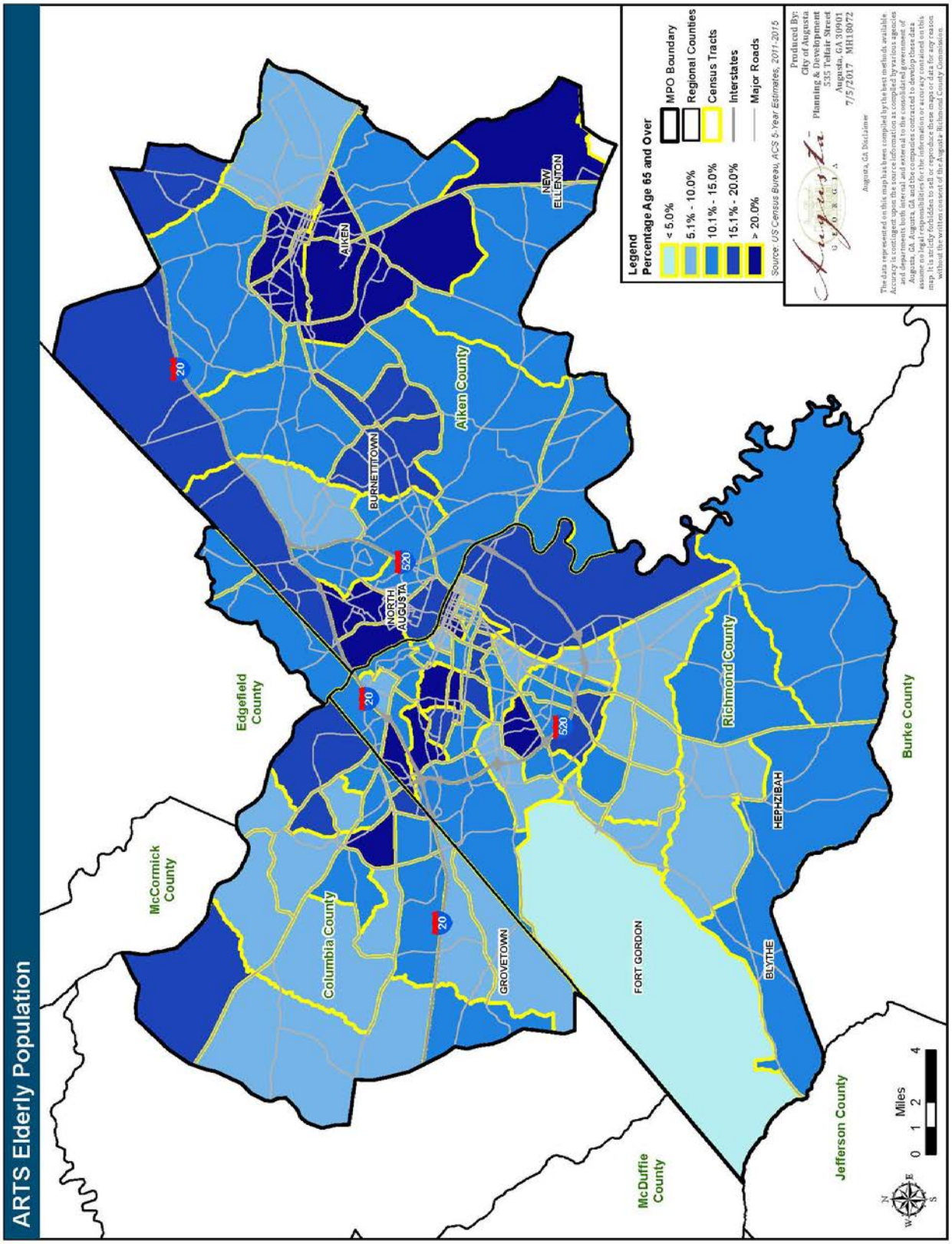
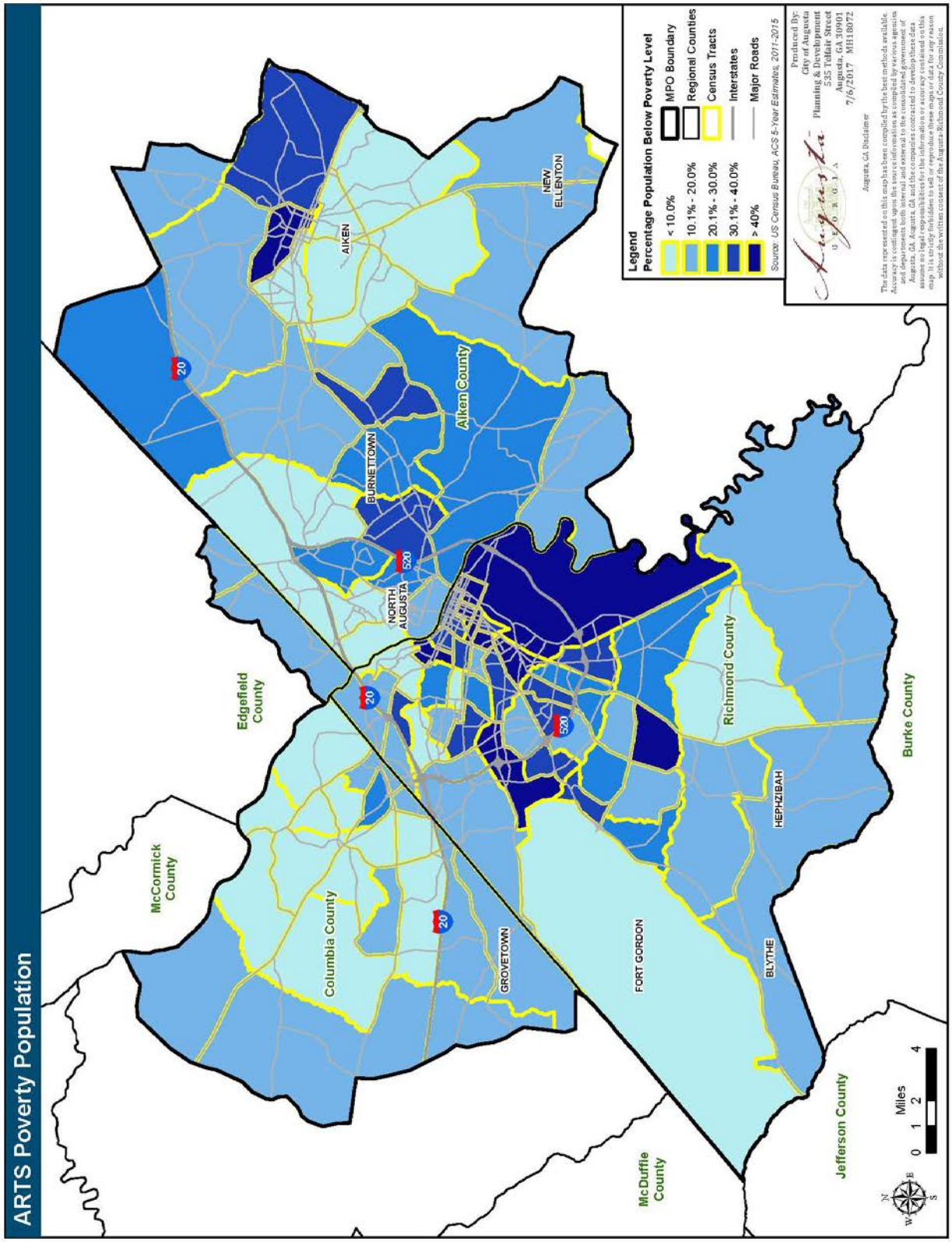


Figure 5: ARTS Low-Income Population



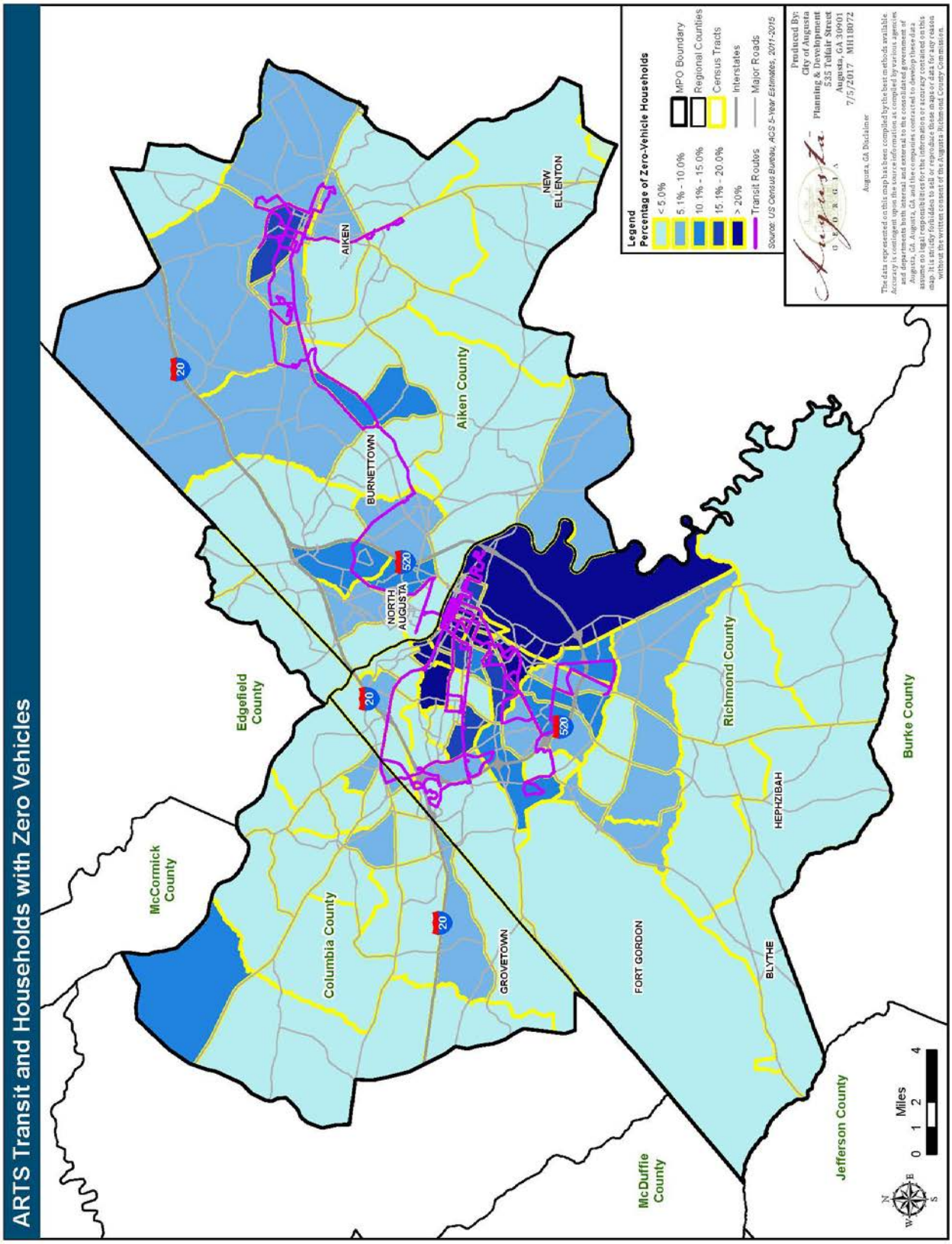


Figure 6: ARTS Zero-Car Households

Figure 7: ARTS Hispanic Populations

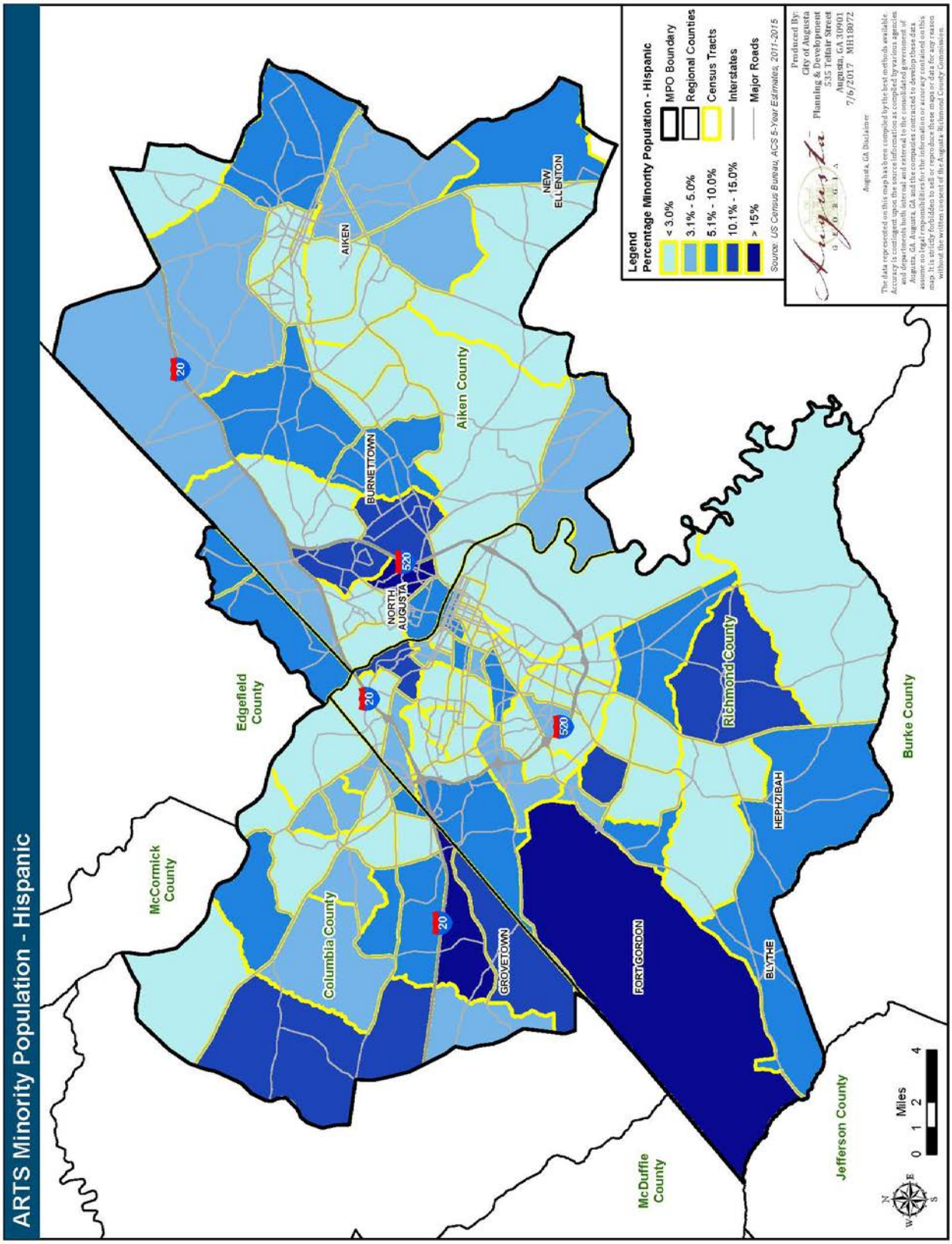


Figure 8: ARTS Limited English Proficiency Population in ARTS/MPO

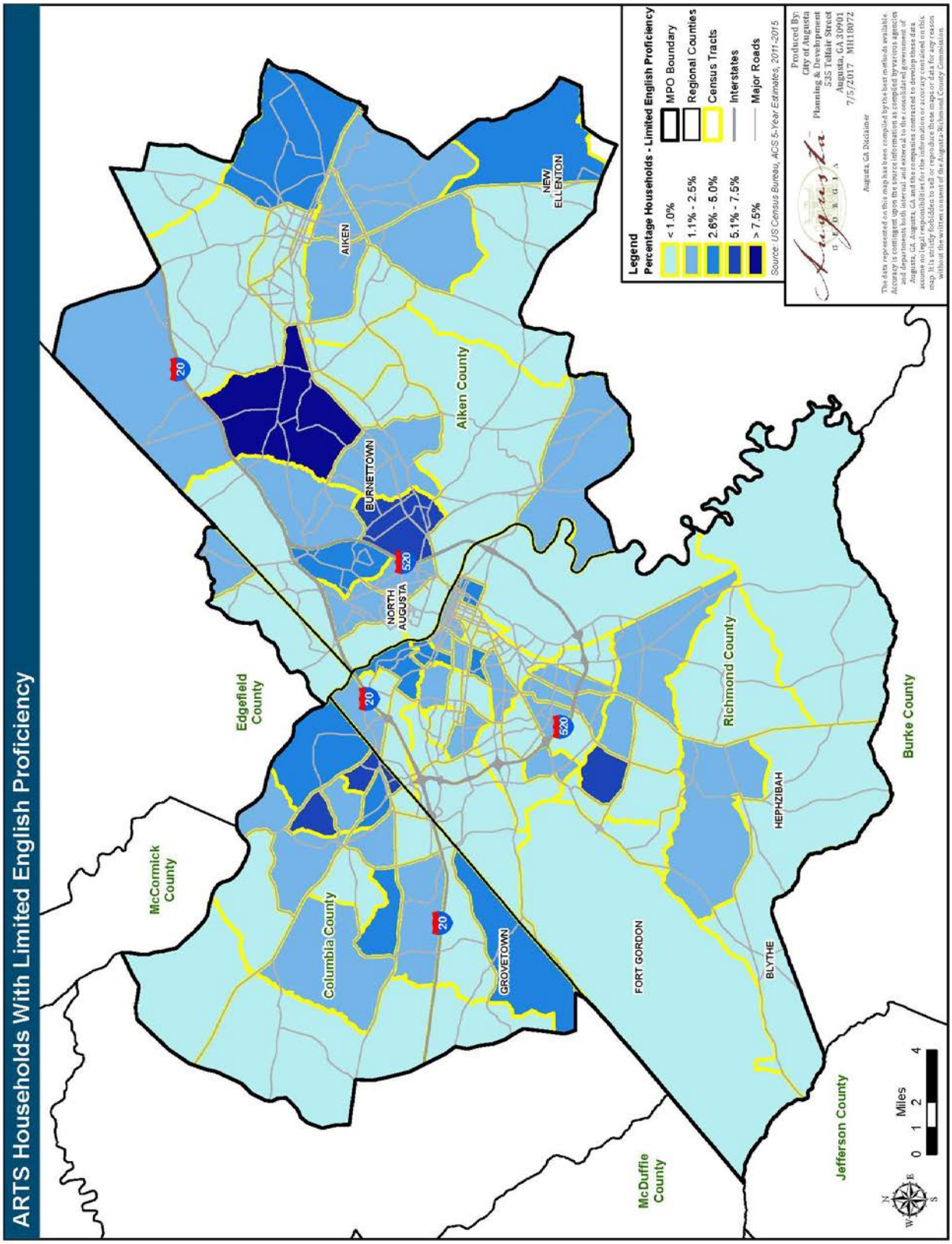
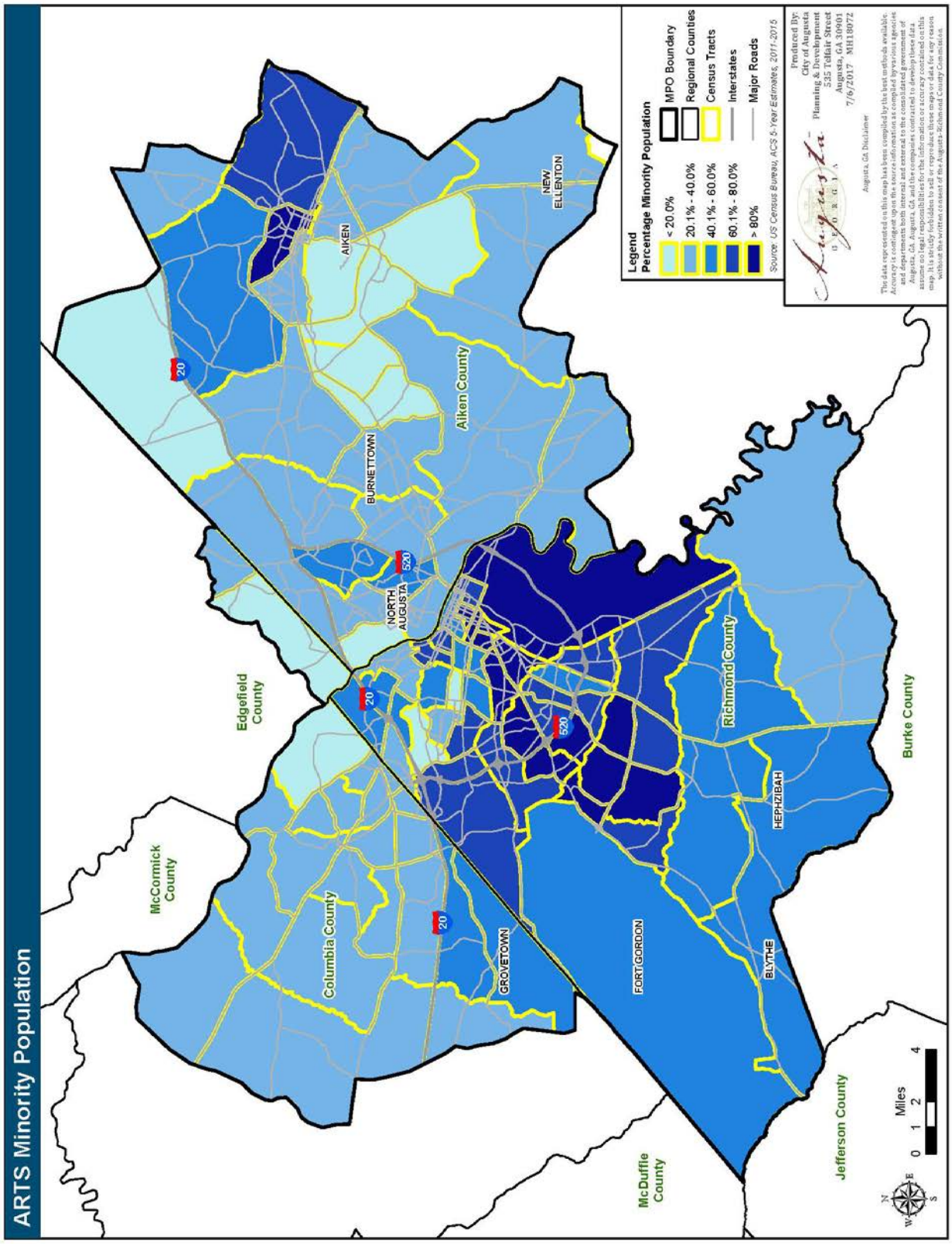


Figure 9: ARTS Minority Population by Age



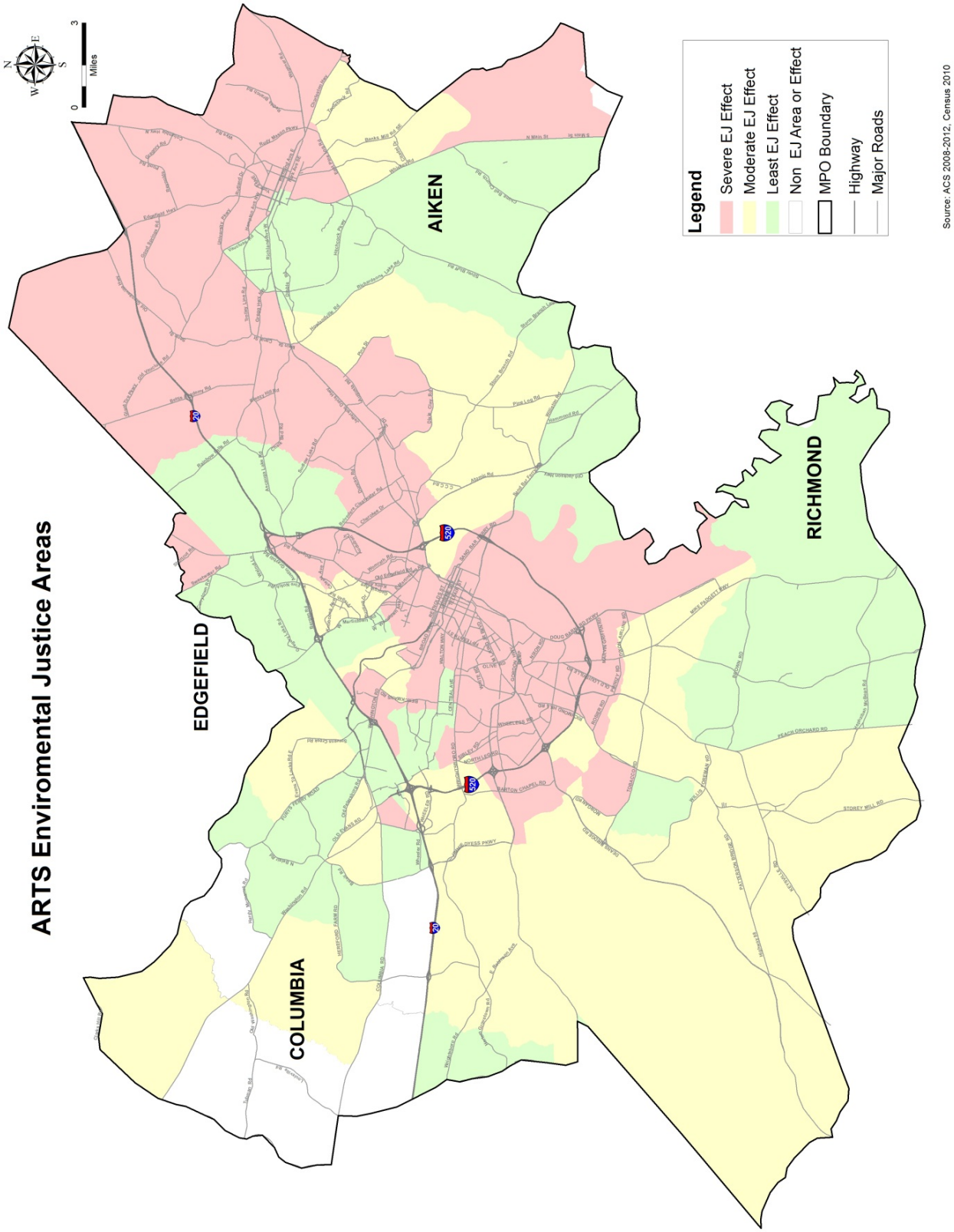
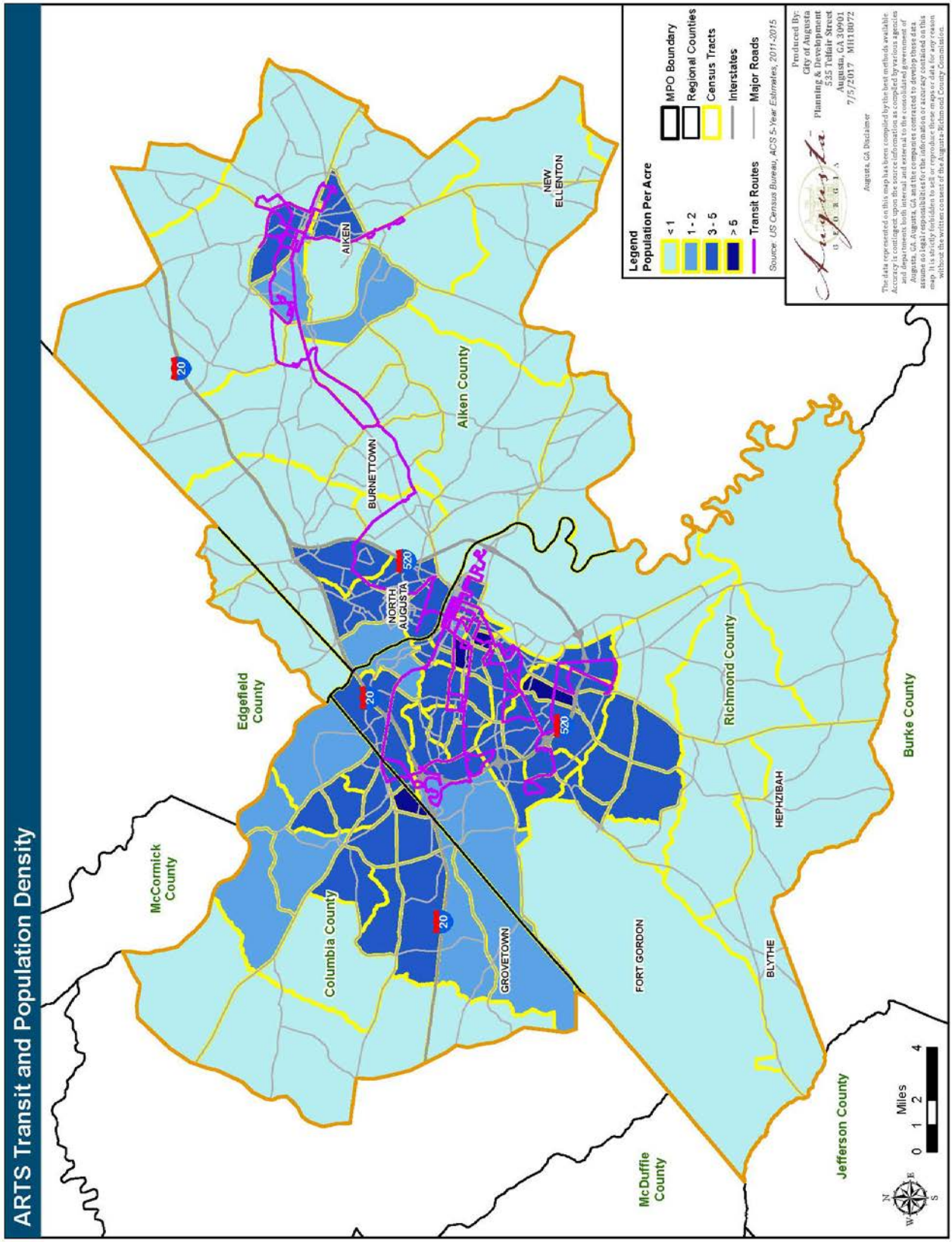


Figure 10: ARTS Environmental Justice Areas

Figure 11: 2015 ARTS Transit by Population Density



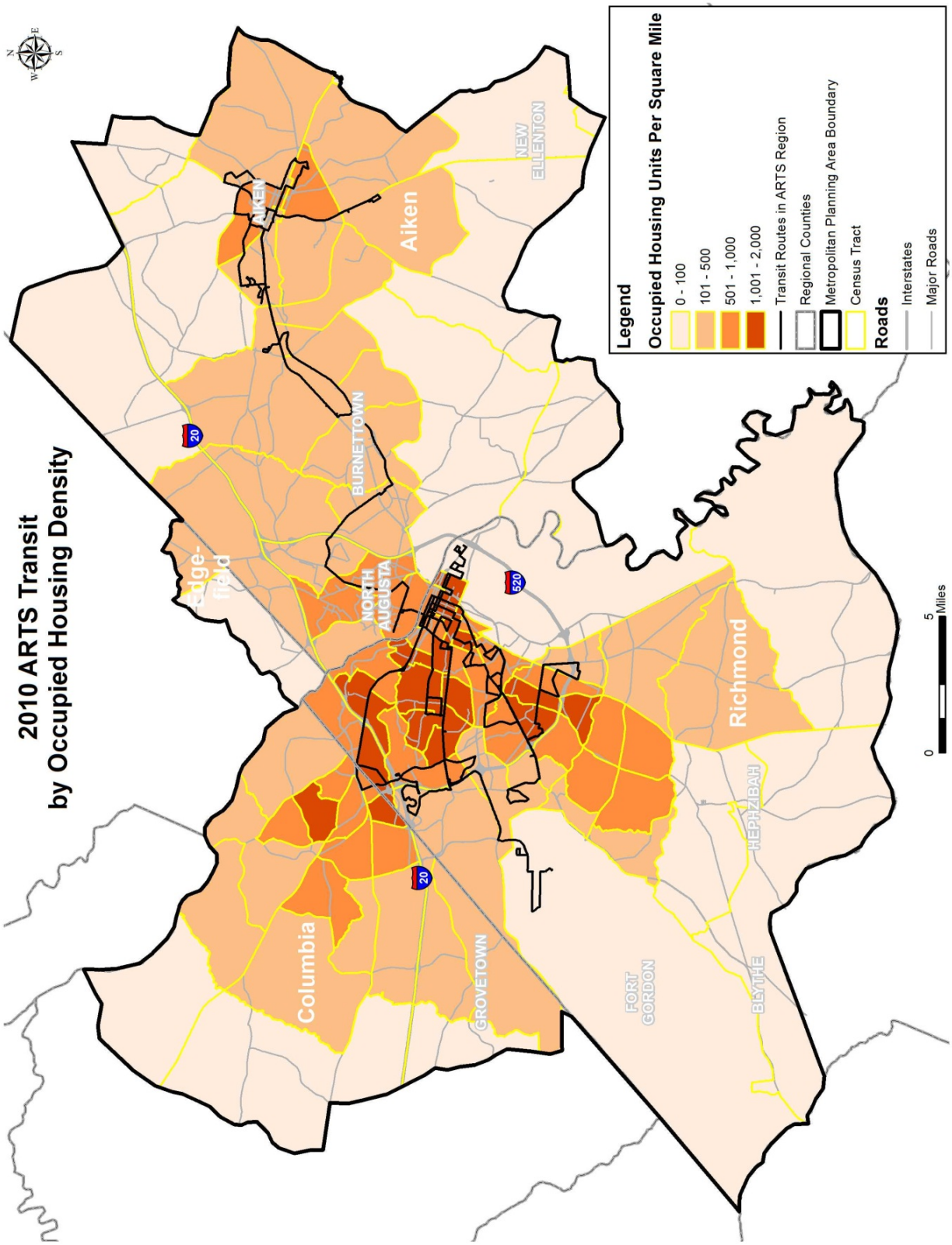


Figure 12: 2010 ARTS Transit by Occupied Housing Density

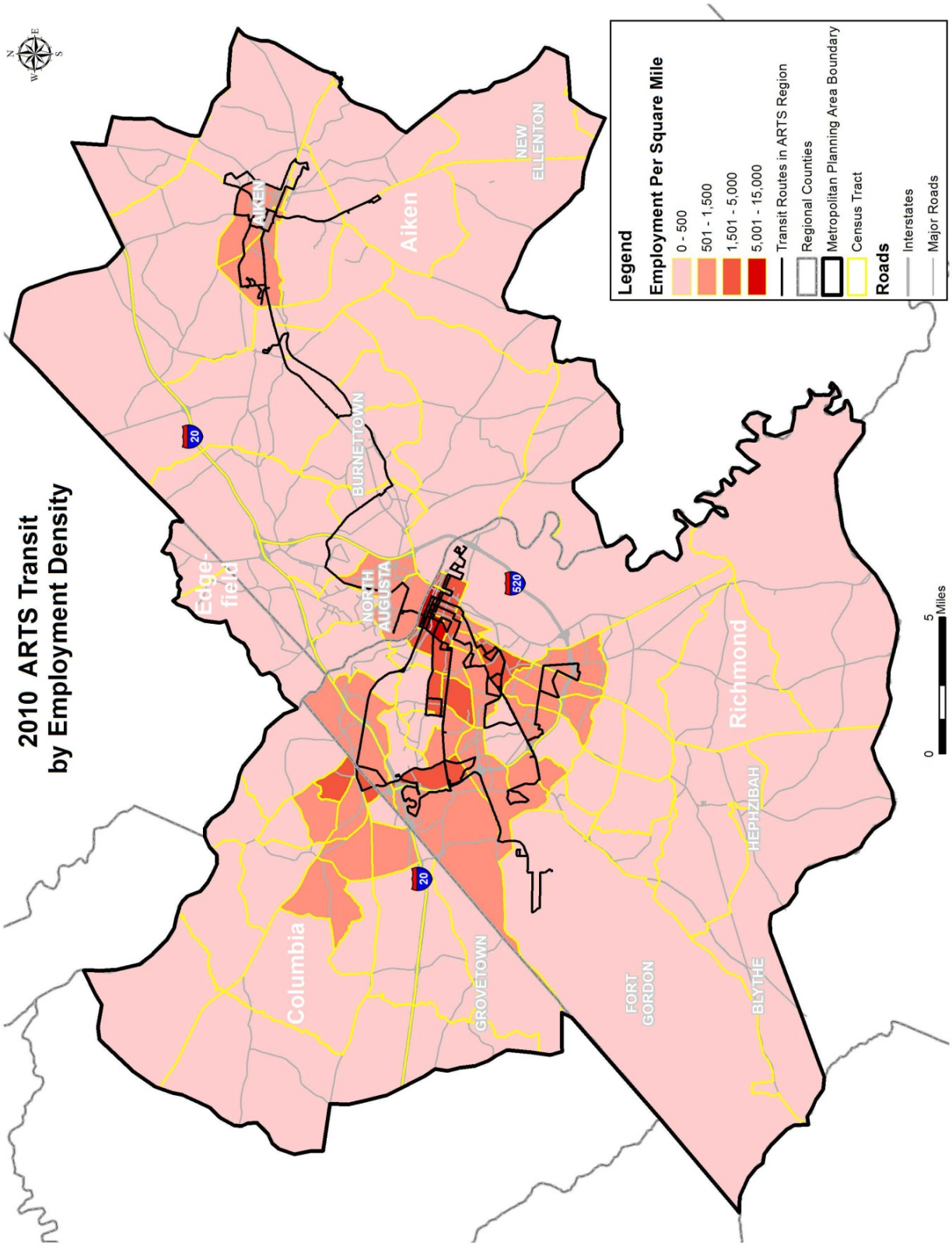


Figure 13: 2010 ARTS Transit by Employment Density

Demographic and Low-Income Analysis

Data from the Decennial Census 2010 and American Community Survey document Environmental Justice characteristics of the ARTS area.

Table 8: ARTS Population by Age and Gender

	2010	Percentage	2009-2013 Estimate	Percentage	2015 Estimates	Percentage
Total Population	436,719	100%	444,150		527,869	
Age						
Under 5	30,067	7%	30,451	7%		
5 to 19	91,931	21%	91,300	21%		
20 to 64	260,966	60%	266,266	60%		
65 and over	53,755	12%	56,133	13%	71,844	
Gender						
Male	211,147	48%	215,318	48%		
Female	225,573	52%	228,833	52%		

Sources: U.S. Decennial Census 2010, U.S. Census American Community Survey 5-year Estimate (2009-2013), U.S. Census 2015 American Community Survey 5- year Estimates

Table 9: Countywide Income Levels

Census	2010				2009-2013 Estimates				2015 Estimates			
	Columbia	Richmond	Aiken	Edgefield	Columbia	Richmond	Aiken	Edgefield	Columbia	Richmond	Aiken	Edgefield
*Urban	74%	92%	61%	21%	84%	91%	63%	27%	84%	91%	63%	27%
*Rural	26%	8%	39%	79%	16%	9%	37%	73%	16%	9%	37%	73%
Male	49%	48%	48%	53%	49%	48%	48%	54%	52%	51%	52%	51%
Under 5	7%	7%	7%	6%	7%	8%	7%	4ssss%	8%	7%	6%	4%
Children 5 - 17	24%	21%	21%	18%	21%	18%	17%	15%	21%	25%	20%	18%
Adults 18 - 64	62%	63%	61%	68%	62%	64%	62%	69%	61%	59%	58%	66%
Seniors 65+	7%	9%	11%	8%	10%	10%	15%	11%	11%	9%	16%	13%
Female	51%	52%	52%	47%	51%	52%	52%	46%	49%	48%	48%	49%
Under 5	6%	7%	6%	6%	6%	7%	6%	6%	7%	7.04%	6%	5%
Children 5 - 17	22%	19%	19%	19%	19%	16%	16%	17%	18%	16.00%	18%	18%
Adults 18 - 64	63%	62%	61%	62%	63%	64%	61%	61%	61%	63.38%	58%	59%
Seniors 65+	9%	13%	15%	14%	12%	13%	17%	17%	14%	13.59%	18%	18%

*Urban and Rural Designation as Percentage of Total Population taken from 2010 Decennial Census

Source: US Census Bureau, American Community Survey, 5-Year Estimates, 2009-2013, U.S. Census 2015 American Community Survey 5- year Estimates

Table 10: Mobility Limitations: Households with one or less vehicles

Subject	Columbia	Richmond	Aiken	Edgefield
	Total	Total	Total	Total
No vehicle available	3%	9%	6%	3%
1 vehicle available	24%	41%	33%	19%
2 vehicles available	48%	34%	39%	45%
3 or more vehicles available	26%	16%	21%	33%

Source: U.S. Census ACS 2008-2012

The adverse effect test for Environmental Justice in the ARTS area involves a two-part analysis. After each census tract is analyzed individually, based on specific criteria, a threshold for each category (e.g. percent minority population, percent elderly population) is determined. This threshold identifies the specific areas that will be the focus for Environmental Justice. Some census tracts meet multiple criteria, resulting in a variety of adverse effects. Any census tract meeting the threshold is considered part of the Environmental Justice area. The thresholds help link the five criteria together. Census tracts are classified as being either least; moderate, or severely adversely affected, depending on the number of criteria they meet.

Table 11: Thresholds of ARTS Environmental Justice Target Population

ARTS	2010	Threshold	2009-2013 Estimate	Threshold	2015 Estimates
Total Population	436,719		444,150		527,869
Total Households	*174,276*		184,388		190,014
Total Minority	*185,556*	42.49%	177,972	40.07%	232,154
Total Hispanic	19,878	4.55%	20,667	4.65%	27,387
Total 65 and over	57,966	12.31%	481,752	12.64%	71,844
Total Low-Income	115,592	27.10%	119,173	27.54%	512,937
Total Zero Car	11,070	6.77%	4,656	2.52%	12,531

Sources: U.S. Decennial Census 2010, U.S. Census American Community Survey 5-year Estimate (2009-2013), U.S. Census 2015 American Community Survey 5- year Estimates

The Environmental Justice map *(Figure 10)* classifies the census tracts based on the calculated environmental justice thresholds.

Table 12: Environmental Justice Target Area Population Composition

2010				
	In MPO	**Percentage in MPO**	**Four Counties**	**Percentage**
White	251,163	57.8%	301,773	58.98%
Black	155,777	35.7%	176,456	34.49%
American Indian	1,537	0.4%	1,827	0.36%
Asian	9,183	2.1%	9,516	1.86%
Hawaiian	633	0.1%	673	0.13%
Other Race	7,619	1.7%	9,279	1.81%
Two or More Races	10,808	2.5%	12,162	2.38%
Total Hispanic*	1,878	4.55%	23,620	4.62%
Total Population	436,719	100.00%	511,686	100.00%
2009-2013 Estimates				
	In MPO	**Percentage in MPO**	**Four Counties**	**Percentage**
White	245,511	55.28%	293,049	56.61%
Black	157,260	35.41%	177,444	34.28%
American Indian	958	0.22%	1,198	0.23%
Asian	9,681	2.18%	9,971	1.93%
Hawaiian	524	0.12%	524	0.10%
Other	569	0.13%	25,043	4.84%
Two or More	8,979	2.02%	9,868	1.91%
Hispanic or Latino	20,667	4.65%	605	0.12%
Total Population	444,150	100.00%	517,702	100.00%
2015 Estimates				
	In MPO	**Percentage in MPO**	**Four Counties**	**Percentage**
White	295,715	59.09%	296,776	56.65%
Black	180,860	36.14%	178,416	34.06%
American Indian	1,278	0.26%	1,550	0.30%
Asian	10,233	2.04%	10,171	1.94%
Hawaiian	530	0.11%	437	0.08%
Other	997	0.20%	941	0.18%
Two or More	10,869	2.17%	9,970	1.90%
Hispanic or Latino	23,620	4.51%	25,576	4.88%
Total Population	524,102	100.00%	523,837	100%

Sources: U.S. Decennial Census 2010, U.S. Census American Community Survey 5-year Estimate (2011-2013), U.S. Census 2015 American Community Survey 5- year Estimates

Table 13: Countywide Location, Gender, and Age

Census	2010				2009-2013 Estimates				2015 Estimates			
	Columbia	Richmond	Aiken	Edgefield	Columbia	Richmond	Aiken	Edgefield	Columbia	Richmond	Aiken	Edgefield
*Urban	74%	92%	61%	21%	84%	91%	63%	27%	84%	91%	63%	27%
*Rural	26%	8%	39%	79%	16%	9%	37%	73%	16%	9%	37%	73%
Male	49%	48%	48%	53%	49%	48%	48%	54%	52%	51%	52%	51%
Under 5	7%	7%	7%	6%	7%	8%	7%	4ssss%	8%	7%	6%	4%
Children 5 - 17	24%	21%	21%	18%	21%	18%	17%	15%	21%	25%	20%	18%
Adults 18 - 64	62%	63%	61%	68%	62%	64%	62%	69%	61%	59%	58%	66%
Seniors 65+	7%	9%	11%	8%	10%	10%	15%	11%	11%	9%	16%	13%
Female	51%	52%	52%	47%	51%	52%	52%	46%	49%	48%	48%	49%
Under 5	6%	7%	6%	6%	6%	7%	6%	6%	7%	7.04%	6%	5%
Children 5 - 17	22%	19%	19%	19%	19%	16%	16%	17%	18%	16.00%	18%	18%
Adults 18 - 64	63%	62%	61%	62%	63%	64%	61%	61%	61%	63.38%	58%	59%
Seniors 65+	9%	13%	15%	14%	12%	13%	17%	17%	14%	13.59%	18%	18%

**Urban and Rural Designation as Percentage of Total Population taken from 2010 Decennial Census*
Source: US Census Bureau, American Community Survey, 5-Year Estimates, 2009-2013,
U.S. Census 2015 American Community Survey 5- year Estimates

Needs Assessment

The transportation needs in locations with high concentrations of low-Income population include:

1. Public Transit in ARTS has developed incrementally and expanded with very little visionary planning, leaving some areas without ready access to public transit service.

    - Bus stops are located at inconvenient spots along major arterial and collector roads away from neighborhood, commercial, or residential centers.
    - Recreation centers, parks, shopping venues, and employment centers are frequently outside public transit service areas.
    - Transit ridership has declined due to improved traffic management and lack of awareness of transit availability.

2. Employers, neighborhood organizations, civic leaders, and others require incentives to assist in transportation improvements. Some of the initiatives of ARTS include:

    - Making presentations to local speaker bureaus, civic leagues, neighborhood organizations and churches while gathering information from them.

- Publicizing all research, documents, plans, and projects through the city webpage, as well as independent transportation planning web portals.
- Creating public and private partnerships with local stakeholders, organizations, and communities.

3. Alternative transportation is available in the ARTS region but coverage is limited

- Pedestrian safety improvements continue to expand throughout the area but many neighborhoods lack walkability

Benefits and Burdens Impact on Environmental Justice Target Populations

The ARTS MPO provides a brief description of possible benefits, burdens and mitigation strategies in the following table (*Table 14*).

Table 14: Benefits and Burdens Based on Local Projects

Project Type	Benefit	Burden	Mitigation
New road	Enhances travel conditions Provides alternative routes and reduces traffic on major streets	Increased noise pollution, affects existing neighborhoods Construction delays in existing neighborhoods	Design ROW standards for minimum impact Complete Streets Policy Context sensitive design in neighborhoods
Local road improvements	Promotes system preservation Improves safety and travel conditions	Diverts traffic during construction, causing heavy traffic and dangerous conditions on local streets	Build curbs and sidewalks rather than shoulders
Fixed route service	Extend accessibility to transit in EJ population Reduce reliance on motor vehicles and maintain air quality Increase mobility to EJ population	Reliable financial / funding resource	Improve transit frequency when possible Install bus shelters that comply with ADA policy
Paratransit Rural transit	Provides service for people with mobility limitations; Service provided county wide including outside fixed-route service area	Problems with ride reservation and cancelation Riders are sensitive to driver's comments and behavior	Provide appropriate training and improve reservation policy
Pedestrian Improvements	Improve safety and increases the use of alternative modes of transportation		Complete Streets Policy

Source: ARTS

ARTS LRTP is financially constrained as required by state and federal regulations. *Table 13* shows expected revenue and costs based on the previous LRTP's three tier Financial Plan for the state of Georgia and South Carolina.

Table 15: Expected Revenue and Costs

	Time Period	Projected Revenue	Expected Costs	Balance
Georgia	2011 - 2014	$ 244,286,760	$ 244,286,760	$ -
	2015 - 2024	$ 1,365,415,322	$ 1,102,239,102	$ 263,176,220
	2025 - 2035	$ 1,418,819,954	$ 1,369,879,856	$ 48,940,098
	Total	$ 3,028,522,036	$ 2,716,405,718	$ 312,116,318
South Carolina	2011 - 2014	$ 39,337,861	$ 37,463,909	$ 1,873,952
	2015 - 2024	$ 118,473,572	$ 117,442,197	$ 1,031,375
	2025 - 2035	$ 126,908,113	$ 124,735,851	$ 2,172,262
Total		$ 284,719,546	$ 279,641,957	$ 5,077,589
Total ARTS		$ 3,313,241,582	$ 2,996,047,675	$ 317,193,907

Source: GDOT, SCDOT, ARTS Staff, Aiken County, Augusta Public Transit, Best Friend Express and ARTS 2040 LRTP.

The recommendations in the ARTS LRTP 2040 and TIP are used to evaluate the benefits and burdens of transportation projects on EJ populations. It is the impact of projects and plans that will determine any disproportionate adverse impacts on Environmental Justice communities.

Measures of LRTP 2040

The following are measures used to evaluate a project's impact on target and non-target areas. Implementation of the recommendations in the LRTP and in TIP projects are not evaluated only the resulting benefits and burdens.

- Highway and Freeway in EJ target and non-target areas
- Local Roads in EJ target and non-target areas
- Pedestrian Improvements in EJ target and non-target areas
- Public Transit in EJ target and non-target areas

Measures Applied to LRTP 2040

Environmental Justice Analysis is based on the measures listed above. The following table documents the funding allocation based on the same measures.

Table 16: ARTS LRTP Project Measures

Expenditures by Type	Tier 1	Tier 2	Tier 3	Total	
	FY 2018-2022	FY 2023-2029	FY 2030-2040		
Widening	$ 176,921,378	$ 75,249,601	$ 363,098,432	$ 615,269,412	52.14%
Bridge	$ 75,249,601	$ -	$ -	$ 75,249,601	6.38%
Bridge Rehab	$ 93,460,000	$ -	$ -	$ 93,460,000	7.92%
New Facilities and Extensions	$ -	$ -	$ 11,975,799	$ 11,975,799	1.01%
Operational, Median, and Corridor Improvements	$ 65,372,440	$ 114,560,053	$ -	$ 179,932,493	15.25%
Intersection and Safety	$ 8,592,127	$ 11,212,523	$ 13,338,787	$ 33,143,437	2.81%
Safety	$ 12,874,000	$ 1,920,467	$ -	$ 14,794,467	1.25%
Signal intersection improvement	$ 360,000	$ -	$ -	$ 360,000	0.03%
Realignment	$ -	$ 2,780,577	$ -	$ 2,780,577	0.24%
Park and Ride	$ -	$ -	$ 2,880,701	$ 2,880,701	0.24%
Pavement Preservation & Resurfacing	$ 30,842,000	$ -	$ -	$ 30,842,000	2.61%
Bicycle and Pedestrian	$ 4,314,909	$ 22,562,158	$ 30,855,698	$ 57,732,766	4.89%
Railroad Crossing	$ -	$ 82,306	$ -	$ 82,306	0.01%
Public Transit	$ -	$ -	$ -	$ -	0.00%
ATMS and ITS	$ -	$ 4,953,158	$ 12,003,510	$ 16,956,668	1.44%
Maintenance and Operations	$ 42,933,000	$ 794,000	$ 794,000	$ 44,521,000	3.77%
Total	$ 510,919,456	$ 234,114,843	$ 434,946,928	$ 1,179,981,226	100%

Source: ARTS Transportation Vision 2040, Chapter 7 Financial Plan, 2015

Highway and Freeway Analysis

Future improvements to both the I-20 and I-520 will benefit area residents and others using the interstates. High occupancy vehicle lanes, additional travel lanes and access points will improve vehicular circulation and make roads safer for motorists. This will also reduce travel time for commuters and improve access to major employers and healthcare facilities.

Local Roads Analysis

Maintenance, expansion, and creation of new local roads will benefit residents throughout the ARTS area by providing better access to alternative travel routes, improved traffic conditions, and reduced travel time. For example, people living outside the MPO area will be able to drive into the urban area in less time than before improvements were made. Both Environmental Justice and non-Environmental Justice populations will benefit from improved local roads, while the burden to improve surface transportation is distributed evenly throughout the study area.

Pedestrian Analysis

The ARTS Bicycle and Pedestrian Plan documents the existing and planned bicycle, pedestrian and multi-use trail facilities in the region. Many residents of all races, age, income, and ability now have access to facilities for walking, cycling, and recreation. Aiken County continues to promote Safe Routes to School by expanding it to other schools throughout the county. Augusta promotes its Age-Friendly designation through by conducting walkability surveys in neighborhoods. Columbia County requires sidewalks in any new construction and road improvement projects.

Public Transit Analysis

Best Friend Express in Aiken County and Augusta Public Transit constantly seek new opportunities to expand their service to more areas, including areas with concentrations of environmental justice populations. Columbia County continues to promote their dial-a-ride service. The Augusta Public Transportation Title VI Plan has more information about local public transportation.

Findings

ARTS continues efforts to ensure environmental justice based on the findings.

1. Environmental justice populations are located throughout the ARTS area. Population and employment growth will occur throughout the study area. Maintenance and improvements of I-20 and I-520 is a key factor in addressing this growth. This in turn benefits businesses and residents.

2. Best Friend Express in Aiken County and Augusta Public Transit constantly seek new opportunities to expand their service to more areas, including areas with concentrations of environmental justice populations. The primary constraint on expanding service is the lack of funding.

G.2 Plan

ARTS seeks to comply with Federal regulations to identify and mitigate potential adverse impacts of transportation projects on environmental justice populations. Furthermore, the MPO continues to explore new ideas and best practices to address the transportation needs of environmental justice populations.

Mitigation Strategies

Georgia Department of Transportation has adopted a Complete Streets Policy and it is a goal to adopt a regional complete streets policy. Certain streets in Aiken, Columbia, and Richmond County do provide for all available modes of travel including motor vehicles, bus, bike, and walking. This practice is also presented in the Long Range Transportation Plan 2035 and will be promoted throughout the area so it can be expanded to other streets. Major arterial streets in Augusta such as Gordon Highway lack sidewalks while other arterials like Washington Road extending into Columbia County has them. A more unified streetscape design will be presented in Richmond County's Comprehensive Plan demonstrating how Complete Street practices can be implemented throughout the county. ARTS will encourage Columbia, Aiken and Edgefield Counties to implement sustainable transportation improvements in federally funded projects.

APPENDIX L TMA Certification

U.S. Department of Transportation
Federal Highway Administration

Georgia Division

61 Forsyth Street
Suite 17T100
Atlanta, Georgia 30303
Phone: 404-562-3630
Fax: 404-562-3703
GA.fhwa@dot.gov

October 7, 2016

In Reply Refer To:
HIP-GA

Ms. Melanie Wilson, Director
Augusta Planning and Development Department
535 Telfair Street
Augusta, GA 30901

Dear Ms. Wilson:

The Federal Highway Administration and Federal Transit Administration have completed their Certification Review of the transportation planning process in the Augusta metropolitan area as required by 23 USC 134(i)(5) and 49 USC 5305(e). The Certification Report summarizes the findings, notable strengths, and recommendations that resulted from the review held July 26-27, 2016 in Augusta, GA. The Federal review team did not identify any corrective actions.

In consideration of ongoing and proposed planning activities for the Augusta region, the metropolitan planning process is certified until October 2020. If you have any questions, please contact Ms. Ann-Marie Day, FHWA, at (404) 562-3639 or Ms. Valencia Williams, FTA, at (404) 865-5634.

Sincerely,

Yvette G. Taylor
Regional Administrator
Federal Transit Administration

for Rodney N. Barry, P.E.
Georgia Division Administrator
Federal Highway Administration

Cc: Radney Simpson, GDOT
Valencia Williams, FTA
Yolanda Morris, FHWA SC

CERTIFICATION OF THE AUGUSTA REGIONAL TRANSPORTATION STUDY

Be it known to all, the below signees do hereby endorse and certify the Metropolitan Planning Process for the Augusta Regional Transportation Study (ARTS), and further certify that the Metropolitan Planning Process is being conducted in accordance with all applicable requirements of:

I. 23 U.S.C. 134, 49 U.S.C. 5305, and this subpart

- Agreements are in place to address responsibilities of each MPO for its share of the overall Metropolitan Planning Area (MPA), where multiple Metropolitan Planning Organizations share geographic portions of a Transportation Management Area (TMA).
- All major modes of transportation are members of the MPO
- Any changes to the MPA boundaries were reflected in the Policy Board representation.
- Agreements or memorandums are signed and in place for identification of planning responsibilities among the MPO, GDOT, public transit operator(s), air quality agency(ies), or other agencies involved in the planning process.
- Roles and responsibilities are defined for the development of the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and other related planning documents.

UPWP

- The UPWP documents in detail the activities to be performed with Title 23 and the Federal Transit Act.
- The UPWP activities are developed, selected and prioritized with input from the State and public transit agency(ies).
- The UPWP provides funding for the professional development of MPO staff.
- The final UPWP is submitted in a timely manner to GDOT with authorization occurring by before the MPO's fiscal year begins.
- Amendments to the UPWP are developed and processed in accordance with procedures outlined in the MPO's Participation Plan.
- Planning activities and status reports are submitted quarterly by the MPO to GDOT.

LRTP

- The LRTP incorporates a minimum 20-year planning horizon.
- The LRTP identifies both long-range and short-range strategies and actions leading to the development of an intermodal transportation system.
- The LRTP is fiscally constrained.
- The development of the LRTP and the TIP are coordinated with other providers of transportation (e.g. regional airports, maritime port operators)
- All of the Moving Ahead for Progress in the 21st Century Act (MAP-21) planning factors were considered in the planning process.

- The LRTP includes a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities in consultation with federal, state and tribal land management and regulatory agencies.
- The Congestion Management Process (CMP) was developed as part of the LRTP in TMA's.
- The MPO approves the LRTP in a timely manner without entering into a planning lapse.
- Amendments to the LRTP/STIP/TIP follow the approved Amendment Process.
- The MPO approves LRTP amendments in accordance with procedures outlined in the MPO's Participation Plan.
- The transit authority's planning process is coordinated with the MPO's planning process.
- In non-attainment and maintenance areas the MPO, as well as FHWA and FTA, must make a conformity determination on any updated or amended LRTP in accordance with 40 CFR Part 93.

TIP

- The TIP is updates at least every 4 years, on a schedule compatible with STIP development.
- Each project included in the TIP is consistent with the LRTP.
- The MPO, GDOT and the transit operator collaborate on the development of the TIP.
- The TIP contains all projects to be funded under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53.
- The TIP is financially constrained by year and revenue estimates reflect reasonable assumptions.
- The MPO TIP is included in the STIP by reference, without modification.
- Amendments to the LRTP/STIP/TIP follow the approved Amendment Process.
- In non-attainment and maintenance areas, the MPO as well as the FHWA and FTA must make a conformity determination on any updated or amended TIP in accordance with 40 CFR Part 93.

Participation Plan

- A 45-day comment period was provided before the Participation Plan process was adopted/revised.
- Transportation plans, programs and projects provide timely information about transportation issues and processes to citizens and others who may be affected.
- Opportunities are provided for participation for local, State, and federal environmental resource and permit agencies where appropriate.
- The public involvement process demonstrates explicit consideration and responsiveness to public input received during the planning and program development process.
- The transportation planning process identifies and addresses the needs of those traditionally underserved, including low-income and minority households.
- The disposition of comments and changes in the final LRTP and /or TIP are documented and reported when significant comments are submitted.
- Additional time is provided if the "final" document is significantly different from the draft originally made for public review.
- The MPO undertakes a periodic review of the public involvement process to determine if the process is efficient and provides full an open access for all.

CMP (applies to TMAs)

- In TMA's, the planning process includes the development of a CMP that provides for effective management of new and existing transportation facilities through the use of travel demand reduction and operational management strategies, thus meeting the requirements of 23 CFR Part 500.
- The CMP is fully integrated into the overall metropolitan planning process.
- The CMP has established performance measures.
- The MPO has a process for periodically evaluating the effectiveness of the CMP.
- The CMP is updated on a periodic basis to reevaluate network strategies and projects.
- The CMP work activities are included in the UPWP.

List of Obligated Projects

- The MPO provides a listing for all projects for which funds are obligated each year, including bicycle and pedestrian facilities.
- The annual listing is made available to the public via the TIP or the LRTP.

II. In non-attainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93

- The MPO's UPWP incorporates all of the metropolitan transportation-related air quality planning activities addressing air quality goals, including those not funded by FHWA/FTA.
- Agreements exist to outline the process for cooperative planning within full nonattainment/maintenance areas that are not designated by the MPO planning area.
- The MPO coordinates the development of the LRTP with SIP development and the development of Transportation Control Measures (TCM) if applicable.
- The LRTP includes design concept and scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of funding source, to permit conformity determinations.
- The MPO's TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities.
- If applicable, the MPO ensures priority programming and expeditious implementation of TCMs from the STIP.

III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21

- The MPO has adopted goals, policies, approaches and measurements to address Title VI and related requirements.
- The public involvement process is consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance execution by the State.
- The MPO has processes, procedures, guidelines, and/or policies that address Title VI, ADA, and DBE.
- The MPO has a documented policy on how Title VI complaints will be handled.
- The MPO has a demographic profile of the metropolitan planning area that includes identification of the locations of protected populations.
- As appropriate, the planning process identifies/considers/addresses the needs of protected/traditionally underserved populations (low-income/minority as defined by the U.S. Census Bureau).

IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment of business opportunity

- The MPO adheres to all requirements prohibiting discrimination against a person under, a project, program, or activity receiving financial assistance under because of race, color, creed, national origin, sex, or age.

V. Section 1101(b) of MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects

- The GDOT establishes overall goals for the percentage of work to be performed by DBE's based on the projections of the number and types of federal-aid highway contracts to be awarded and the number and types of DBE's likely to be available to compete for the contracts.

VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts

- The MPO as required by Title VII of the Civil Rights Act of 1964, does not discriminate on employment opportunities based on race, color, religion, sex, or national origin;

VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38

- The MPO as required by 49 U.S.C. 5332 prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity, otherwise known as Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21 at 21.7.

VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance

- The MPO has identified strategies and services to meet the needs of older persons' needs for transportation planning and programming.

IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender

- The MPO adheres to the Act on Equality between women and men and prohibits both direct and indirect discrimination based on gender.
- The MPO adheres to the Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;

X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

- The MPO adheres to Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), which prohibits employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments

5/30/2017

Melanie Wilson, Director
Augusta Planning and Development Department

Date

6/2/17

Radney Simpson, Assistant State Transportation Planning Administrator
Georgia Department of Transportation, Office of Planning

Date

6-5-17

Cynthia L. VanDyke, State Transportation Planning Administrator
Georgia Department of Transportation, Office of Planning

Date

APPENDIX M Title VI Certification and Assurances

Augusta
GEORGIA

Title VI Assurances

AUGUSTA GEORGIA (hereinafter referred to as the "Recipient"), HEREBY AGREES THAT as a condition to receiving any federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d—42 USC 2000d—4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations), and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This Assurance is required by Subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances to its Federal Aid Highway Program.

1. That the Recipient agrees that each "program" and each "facility" as defined in Subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal Aid Highway Program and in adapted form in all proposals for negotiated agreements:

"Augusta Georgia in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d—42 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award."

3. That the Recipient shall insert the clauses of Appendix A of this Assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clause of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

Augusta
GEORGIA

6. That where the Recipient received federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the Assurance shall extend rights to space on, over, or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the construction or use of, or access to space on, over, or under, real property acquired or improved under the Federal Aid Highway Program.

8. That this Assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, or is in the form of personal property, or real property or interest therein or structures or improvements thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program, as are found by the State Secretary of Transportation or the official to whom s/he delegates specific authority, to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial endorsement with regard to any matter arising under the Act, the Regulations, and this Assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Aid Highway Program and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Recipient.

Hardie Davis Jr., Mayor — 06/22/2016 Date

AGM
6/21/16 Attachments: Appendices A, B and C.

APPENDIX A

The text below, in its entirety, is in all contracts entered into by AUGUSTA GEORGIA. All of the text except the final section, entitled "Incorporation of Provisions," should be included in any contract entered into by any AUGUSTA GEORGIA contractor.

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

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

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

3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment**
   In all solicitations either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of race, color, sex, or national origin.

4. **Information and Reports**
   The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Augusta Georgia or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to Augusta Georgia, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance**
   In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, Augusta Georgia shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

a. Withholding of payments to the Contractor under the contract until the Contractor complies; and/or
b. Cancellation, termination, or suspension of the contract, in whole or in part.

6. Incorporation of Provisions

The Contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The Contractor shall take such action with respect to any subcontractor or procurement as Augusta Georgia or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request Augusta Georgia enter into such litigation to protect the interests of the state and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures, or improvements thereon, or interest therein from the United States.

Granting Clause

NOW, THEREFORE, Augusta Georgia—as authorized by law, and upon the condition that the state of Georgia will accept title to the lands and maintain the project constructed thereon, in accordance with and in compliance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways; the policies and procedures prescribed by the Federal Highway Administration of the Department of Transportation; and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d-4)—does hereby remise, release, quitclaim, and convey unto the state of Georgia all the right, title, and interest of AUGUSTA GEORGIA in and to said land described in Exhibit A attached hereto and made a part thereof.

Habendum Clause

TO HAVE AND TO HOLD said lands and interests therein unto the state of Georgia, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the state of Georgia, its successors, and assigns.

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

APPENDIX C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by AUGUSTA GEORGIA pursuant to the provisions of Assurance 7.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land, that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease, for a purpose for which AUGUSTA GEORGIA program or activity is extended, or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease had never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by AUGUSTA GEORGIA pursuant to the provisions of Assurance 7.

The LESSEE, for himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant, and agree as a covenant running with the land, that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21,

Nondiscrimination in Federally Assisted Programs of the Department of Transportation— Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the [license, lease, permit, etc.] and to reenter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

*[Include in deeds subject to a reverter clause]

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to reenter said land and facilities there-on, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the STATE and its assigns.

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[1] Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title