

Puget Sound Regional Council

PSRC

Title VI Plan

Puget Sound Regional Council

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Title VI Coordinator:

Mark Gulbranson, Deputy Executive Director

Phone: (206) 464-7524

Fax: (206) 587-4825

E-mail: mgulbranson@psrc.org

Puget Sound Regional Council, 1011 Western Avenue Suite 500, Seattle, WA 98104-1035

Phone: (206) 464-7090 ♦ Fax: (206) 587-4825 ♦ E-mail: infoctr@psrc.org

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Puget Sound Regional Council

Title VI Plan

“It has been The Federal Highway Administration's (FHWA's) and the Federal Transit Administration's (FTA's) longstanding policy to actively ensure nondiscrimination under Title VI of the 1964 Civil Rights Act in Federally funded activities. Under Title VI and related statutes, each Federal agency is required to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all program and activities of Federal-aid recipients, subrecipients, and contractors whether those programs and activities are federally funded or not.” (Source: US Department of Transportation)

Over the past decade, a renewed emphasis on Title VI issues and environmental justice has become a more integral part of the transportation planning and programming process throughout the United States, particularly in urban regions. This renewed commitment to Title VI has, and continues to be, reflected in the Puget Sound Regional Council's (PSRC) work program, publications, communications, and public involvement efforts. This document establishes a framework for efforts that will be taken at PSRC to ensure compliance with Title VI and related statutes regarding nondiscrimination and environmental justice.

Introduction

PSRC is a regional planning organization that develops policies and makes decisions about [transportation planning](#), [economic development](#) and [growth management](#) in the central Puget Sound region. It is a forum for [cities](#), [towns](#), [counties](#), [transit](#) agencies, [port districts](#), [Native American tribes](#) and state agencies to address common regional issues. PSRC is designated under federal law as the Metropolitan Planning Organization (MPO), and under state law as the Regional Transportation Planning Organization (RTPO), for King, Kitsap, Pierce, and Snohomish counties. Under state and federal mandates and an Interlocal Agreement signed by all its members, the PSRC conducts and supports numerous state and federal planning, compliance and certification programs which enable members and other jurisdictions and entities in the region to obtain state and federal funding.

Members

PSRC members are King, Kitsap, Pierce and Snohomish counties, 71 cities within the region, four port districts, the Washington State Department of Transportation, Washington State Transportation Commission, the Muckleshoot Indian Tribe, and the Suquamish Tribe. Associate members include the Port of Edmonds, Daniel J. Evans School of Public Affairs, Island County, Puyallup Tribe of Indians, Snoqualmie Tribe, Thurston Regional Planning Council, and The Tulalip Tribes.

In addition, a memorandum of understanding with the region's six transit agencies outlines their participation in PSRC. Membership benefits include: a voice in key regional decisions, distribution of federal transportation dollars, technical assistance to obtain federal and state funding, education and training, data to meet special planning needs, access to Geographic Information systems databases, free standard and secondary data products and working data sets, and technical expertise.

Governance, Boards, and Committees

PSRC is governed by a General Assembly and an Executive Board. Each member of PSRC is a voting member of the General Assembly, which meets at least annually to vote on major decisions, establish the budget, and elect new officers. The Executive Board is chaired by the PSRC President, meets monthly, and serves as the governing board. Both the General Assembly and Executive Board use weighted votes based on population to make decisions.

The Transportation Policy Board and Growth Management Policy Board include representatives of PSRC's member jurisdictions, tribes, regional business, labor, civic, and environmental groups, as well as voting members representing each caucus of the state Legislature. These boards make recommendations on key transportation and growth management issues to the Executive Board.

PSRC also supports the work of the region's Economic Development District, governed by a board composed of public and private members that meets quarterly to coordinate regional economic development planning.

PSRC utilizes a number of other advisory bodies to provide ideas and valuable insights on ways to address important regional issues. Other committees, involving member agency staff and representatives of business, environmental, citizen and other interests, research and resolve technical issues related to regional policy development, and review and recommend major transportation projects, including bicycle, pedestrian, and other transportation enhancement projects, for funding.

Policy Statement and Authorities

Title VI Policy Statement

The Puget Sound Regional Council (PSRC) assures that no person shall, on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. PSRC further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. In the event PSRC distributes federal aid funds to another governmental entity, PSRC will include Title VI language in all written agreements and will monitor for compliance. PSRC's Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports, and other PSRC responsibilities as required by Title 23 Code of Federal Regulations (CFR) Part 200, and Title 49 CFR Part 21.



Robert Drewel, Executive Director

June 27, 2008

Date

Authorities

Title VI of the 1964 Civil Rights Act provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance (refer to 23 CFR 200.9 and 49 CFR 21). The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms "programs or activities" to include all programs or activities of Federal Aid recipients, subrecipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100259 [S. 557] March 22, 1988).

Additional Authorities and Citations Include: Title VI of the Civil Rights Act of 1964, 42 USC 2000d to 2000-4; 42 USC 4601 to 4655; 23 United States Code 109(h); 23 United States Code 324; Department of Transportation Order 1050.2; Executive Order 12250; Executive Order 12898; 28 CFR 50.

Organization

PSRC's Executive Director is responsible for ensuring implementation of the agency's Title VI program. The Title VI Coordinator, under supervision of the Executive Director, is responsible for coordinating the overall administration of the Title VI program, plan, and Assurances (see Appendix 1).

Five areas of PSRC's work program have been identified as applicable to Title VI regulations – they are referred to as the five Title VI Program Areas: (1) Communications & Public Involvement, (2) Planning & Programming, (3) Environmental Affairs, (4) Consultant Contracts, and (5) Education & Training. The agency's Title VI-related responsibilities fall into two main categories – “general responsibilities,” applicable to all five Title VI Program Areas, and “Program Area responsibilities” that are specific to each Title VI Program Area. It is important to note that the first three Title VI Program Areas noted above are extremely interrelated – they have been treated separately for purposes of clarity and correspond to agency organization. For example, the Communications & Public Involvement program area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to planning, programming, and environmental affairs.

One staff member has been assigned to each Title VI Program Area as that area's Title VI Liaison. Staff assigned as Title VI Liaisons generally have prime responsibility for that area of the agency's work program. Title VI Liaisons, under supervision of the Title VI Coordinator, are responsible for the day-to-day administration of the Title VI program, and for carrying out the “Program Area responsibilities” in their assigned Title VI Program Area. Other staff members are assigned to assist the Liaisons or consulted and involved, as needed. Refer to Appendix 4 for an organization chart of staff with specific responsibilities in the agency's Title VI program.

General Responsibilities

General Title VI Program Responsibilities

Following are general Title VI responsibilities of the agency. The Title VI Coordinator is responsible for ensuring these elements of the plan are appropriately implemented and maintained; Title VI Liaisons are responsible for implementing and maintaining these elements in their assigned Program Area.

1. Data collection

Demographic data on race, color, national origin, income level, language spoken, and sex of the region's population is to be collected and maintained by PSRC. This demographic data will be used to develop public outreach efforts and to conduct environmental justice analyses.

2. Annual Title VI Report

An Annual Title VI Report is to be submitted by the end of October each year, to WSDOT's Office of Equal Opportunity, the Federal Highway Administration (FHWA), and the Federal Transit Authority (FTA). The document is to include:

- Title VI complaint procedures
- Record of Title VI investigations, complaints or lawsuits
- Plan to involve persons with limited English proficiency
- Title VI notice to the public
- A summary of public outreach and involvement activities and a description of steps taken to ensure that minority persons had meaningful access to these activities.

3. Annual review of Title VI program

Each year, in preparing for the Annual Title VI Report, the Title VI Coordinator and Liaisons will review the agency's Title VI program to assure compliance with Title VI. In addition, they will review agency operational guidelines and publications, including those for contractors, to ensure that Title VI language and provisions are incorporated, as appropriate.

4. Dissemination of information related to the Title VI program

Information on the agency's Title VI program is to be disseminated to agency employees, contractors, and beneficiaries, as well as to the public, as described in the "Program Area Responsibilities" section of this document, and in other languages when needed.

5. Resolution of complaints

Any individual may exercise his or her right to file a complaint with PSRC, if that person believes that s/he or any other program beneficiaries have been subjected to unequal treatment or discrimination, in their receipt of benefits/services or on the grounds of race, color, national origin, income, sex, or disability. PSRC will make a concerted effort to resolve complaints informally at the lowest level, using the agency's Nondiscrimination Complaint Procedures, as described in Appendix 3.

Responsibilities of the Title VI Coordinator

The Title VI Coordinator is responsible for supervising Title VI Liaisons in implementing, monitoring, and reporting on PSRC's compliance with Title VI regulations. In support of this, the Title VI Coordinator will:

- Identify, investigate, and eliminate discrimination when found to exist.
- Process Title VI complaints received by PSRC, as described in Appendix 3.
- Meet with Liaisons quarterly to monitor and discuss progress, implementation, and compliance issues.
- Periodically review the agency's Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance.
- Work with Liaisons to develop and submit the Annual Title VI Report to WSDOT, FHWA, and FTA by the end of October each year.
- If a subrecipient is found to not be compliance with Title VI, work with the Consultant Contracts Liaison and subrecipient to resolve the deficiency status and write a remedial action if necessary, as described in the Consultant Contracts section of this plan.
- Review important Title VI-related issues with the Executive Director, as needed.
- Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

Responsibilities of Title VI Liaisons

Title VI Liaisons, under supervision of the Title VI Coordinator, are responsible for day-to-day administration of the Title VI program, including implementation of the plan and Title VI compliance, program monitoring, reporting, and education within the assigned program area, as described in the "Program Area Responsibilities" section of this document. In addition, each Liaison is responsible for drafting text for their section of the Annual Title VI Report, and maintaining the data and documentation necessary for that report. This includes reviewing guidelines and procedures for the assigned Title VI Program Area, and incorporating Title VI-related language and provisions into agency documents, as appropriate.

Program Area Responsibilities

Program Area 1: Communications & Public Involvement

Note: The Communications & Public Involvement Program Area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to the Planning & Programming and Environmental Affairs Program Areas. It has been treated as a separate program area for purposes of clarity, and corresponding to agency organization. See Appendix 5 for the agency's adopted Public Participation Plan.

The goal of PSRC's communications and public involvement program is to ensure early and continuous public notification about, and participation in, major actions and decisions by PSRC. In seeking public comment and review, PSRC makes a concerted effort to reach all segments of the population, including people from minority and low-income communities, and organizations representing these and other protected classes. As stated in the agency's Bylaws, PSRC utilizes "a broad range of public information and participation opportunities, including dissemination of proposals and alternatives, process for written comments, public meetings after effective notice, settings for open discussion, communication programs, information services, and consideration of and response to public comments."

Operational Guidelines

- PSRC's Public Participation Plan
- PSRC's Policy for Engaging Individuals with Limited English Proficiency (LEP)

Principles of PSRC's Communications & Public Involvement Program

- Equal access is an essential part of the public involvement process.
- No major public policy decision is reached or large project implemented without significantly affecting someone.
- Professionals do not have a monopoly on good solutions.
- Even if a project or policy decision is sensible and beneficial, it must be arrived at properly to be acceptable.
- People are much more willing to live with a decision that affects different interests unequally if the decision-making process is open, objective, and considers all viewpoints.
- If project or policy staff doesn't provide all relevant information necessary for an informed decision, the public will rely on, and trust, others.
- Interacting with an official representative of an organization or group is no substitute for interacting directly with that organization or group.
- Effective public notification and participation takes time and effort, and can be expensive, yet is essential to sound decision-making.

Elements of PSRC's Communications & Public Involvement Program

- **Website** – PSRC maintains an extensive website, www.psrc.org, which is updated almost daily. The site includes information on the agency's responsibilities, programs, publications, and press releases; contact information for all staff; a search function; the Title VI Plan, complaint procedures, and complaint form; and a comment form so visitors may comment directly to PSRC on any subject. There is also a "Get Involved" page to encourage people to participate by signing up to receive the agency's Regional VIEW newsletter, attending meetings, requesting a speaker, or contacting the Information Center for copies of plans, reports, or other information.
- **Information Center** – PSRC maintains a comprehensive Information Center that is open to the public five days a week. Information Center staff can be reached by phone or e-mail, and their contact information is included in every publication produced by PSRC. Information Center staff regularly answer questions and respond to requests for information from citizens, businesses, and staff from cities, ports, agencies, and organizations throughout the central Puget Sound region.
- **Publications** – Each year, PSRC issues a multitude of publications, reports, and maps as part of the agency's work program, and responds to and processes a large number of data requests. The information is used by planning and public works departments throughout the region, and can be accessed by the public through the website and Information Center.

- **Press releases** – Press releases are routinely sent to more than 211 media contacts, including daily and weekly newspapers, TV stations, and radio stations throughout the central Puget Sound region. These include numerous Title VI protected groups. All press releases include the abbreviated Title VI Notice to the public and contact information for agency staff.
- **Meetings open to the public** – All PSRC board and committee meetings are open to the public. Time for citizen comments is reserved at the start of all meetings, and announced by the meeting chair. Meeting dates and times are posted well in advance on the agency’s website and in the Regional VIEW, and all meeting agendas contain the following statement, “Sign language and communication material in alternate formats can be arranged given sufficient notice by calling (206) 464-7090 TDD/TTY: (206) 464-5409.”
- **Opportunities for public comment** – PSRC routinely provides opportunities for public comment, and continues to work to find new and innovative ways to solicit public comments and involve all segments of the population in the central Puget Sound region. Comments are accepted by phone, fax, email, US mail, and in person at any of the meetings. PSRC responds to all comments received. See the section below entitled “Opportunities for Public Comment” for details.
- **Staff is accessible** – Staff is accessible in person, on the phone, by mail, by fax, by email, or by online comment forms. Contact information for all staff is provided on the agency’s website.
- **Mailings** – PSRC routinely uses direct mail to keep the public informed of the agency’s programs, public comment periods, meetings, and publications. See the next section for details.
- **Events** – Events such as workshops, open houses, and forums are held regularly, as needed.

Regional VIEW

PSRC maintains a comprehensive mailing list that is used to keep the public informed of the agency and its ongoing activities. *Regional VIEW*, the agency’s newsletter, is distributed free of charge each month to over 10,300 households, organizations, citizen groups, and businesses throughout the central Puget Sound region. The newsletter announces public comment and review periods, lists dates and times for upcoming meetings, covers major work being done by PSRC, and highlights reports, publications, and other topics that may be of interest to the public. PSRC is continually adding to and updating the newsletter mailing list, and makes a concerted effort to include groups representing Title VI relevant populations. Anyone can request to be added to the mailing list. The abbreviated Title VI Notice to the Public is on the front cover of the newsletter, with contact information for an agency staff member who can provide more information on Title VI. Back issues of *Regional VIEW* are available on the website, and visitors can search for past articles.

Opportunities for Public Comments

PSRC routinely offers four different ways for people to comment on activities, programs, and decisions made at the agency. As follows:

- **Comments are accepted at any time** – Comments are accepted via an online comment form, by phone, fax, email, U.S. mail, and in person at any board or committee meeting. Contact information for all staff is provided on the agency website, and contact information for the Information Center is included in every publication produced by the PSRC. PSRC responds to all comments received.
- **Citizen comments are requested at agency meetings** – All PSRC board and committee meetings are open to the public. PSRC generally holds at least 80 of these meetings per year. The meeting dates are posted well in advance on the agency’s Web site, and in the monthly Regional VIEW. Time for citizen comments is included on meeting agendas, and the meeting chair requests citizen comments at the start of the meeting. No advance notice is required to speak during the citizen comment period at any of the meetings. Public comments and responses made during these times are kept on record in the official meeting summaries. All of the boards and committees maintain mailing lists; anyone can request to be added to a board or committee mailing list. PSRC uses voluntary Attendance Forms at agency meetings open to the public to collect statistical data on meeting attendees to meet federal guidance designed to help track representation of all segments of the population.

- **Formal public comment periods for major activities** – Formal public comment and review periods are used to solicit comments on major planning and programming activities, for example, the proposed distribution of funds, major amendments to the Transportation Improvement Program (TIP), changes to important PSRC policies (such as the Public Participation Plan), and major updates to Destination 2030 or VISION 2040. Generally, information is reviewed and released by one of the policy boards at a monthly meeting for a formal public comment period. The comment period is highlighted in the Regional VIEW newsletter, in other agency publications, and on the home page of the website, and press releases are distributed throughout the region. Comments can be made in person at any PSRC meeting, using a comment form on the agency's website, by email, by US mail, fax, or telephone. PSRC responds to all comments received, and forwards comments to other agencies for a response when appropriate. At the next monthly policy board meeting (generally four weeks later), all comments and responses are reviewed, and the board decides whether to recommend the action to the Executive Board. Comments continue to be accepted until the Executive Board meeting (the close of the comment period – generally two weeks later) when the item is scheduled for action. All comments and responses received throughout the comment period are reviewed and considered at this time, prior to action.
- **Public Hearings** – PSRC holds public hearings during major updates to the region's adopted Metropolitan Transportation Plan, Destination 2030; the adopted regional growth and transportation strategy, VISION 2040; or when undergoing the process for issuing an Environmental Impact Statement (EIS). Since major plan updates generally take place only once or twice each decade, and PSRC does not implement transportation projects, PSRC does not frequently hold public hearings. Please refer to PSRC's Public Participation Plan (Appendix 5) for further information, including how the term "major" is applied.

Strategies for Engaging Title VI Protected Groups

PSRC uses extensive U.S. and electronic mailing lists to disseminate information and give notice for public comment opportunities. Both mailing lists include hundreds of community groups that represent Title VI protected groups throughout the region. PSRC also sends press releases to newspapers that are published by and for Title VI protected groups. Groups representing Title VI populations are added to the agency's U.S. and electronic mailing lists regularly, as they are identified. As described in the next section, the PSRC routinely assesses the need for providing information in languages other than English. The PSRC also evaluates the effectiveness of all communications and public involvement efforts and makes appropriate adjustments to its communication strategy. The PSRC also keeps a list of potential interpreters in the event that a need for translation services has been identified or requested.

Strategies for Engaging Individuals with Limited English Proficiency

In summer 2003, PSRC completed a "four factor analysis," as recommended by the U.S. Department of Justice (DOJ), to determine the extent of the need for translation services of its materials. The results of the analysis showed that Spanish is spoken at home by about 3.9% of the region's population, however many Spanish speakers report being able to speak English "well" or "very well." According to the DOJ guidance, the agency should consider providing materials in a different language if over 5% of the affected population speaks that language at home. PSRC has come up with a creative solution to provide a starting place for Spanish-speaking individuals. The agency now maintains a list of all staff members who speak a second language. One person on staff speaks Spanish and has volunteered to be the point of contact for the public. The phrase "Translation Services Available" and her phone number are now posted in Spanish on the *Regional VIEW* newsletter and home page of the website. PSRC also established a list of nearby Court Certified Interpreters and businesses that can provide translation services when the need arises.

Strategies for Engaging Tribal Governments

Membership to PSRC is open to all federally designated Tribal Nations in the four county region. Membership includes Board seats, technical assistance, and funding opportunities. Tribal Nations include their projects in the Regional Transportation Improvement Program (TIP) and receive grants to build, maintain, and enhance their transportation network. Tribal Nations receive PSRC meeting notices and publications, and Tribal newspapers receive PSRC news releases. PSRC staff has received Government-to-Government Training offered by the State of Washington. The Muckleshoot Tribe and the Suquamish

Tribe are members of PSRC; the Puyallup Tribe of Indians, the Tulalip Tribes, and the Snoqualmie Tribe are associate members.

Title VI Liaison's Responsibilities

The Communications & Public Involvement Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's public involvement process. The Liaison will:

- Ensure all communications and public involvement efforts comply with Title VI.
- Develop and distribute information on Title VI and agency programs to the general public. Provide information in languages other than English, as needed.
- Disseminate information to minority media and ethnic/gender related organizations, to help ensure all social, economic, and ethnic interest groups in the region are represented in the planning process.
- Include the abbreviated Title VI Notice to the Public (see Appendix 2) in all press releases, the Regional VIEW newsletter, which includes a monthly meeting calendar, and on the agency Web site.
- Notify affected, protected groups of public hearings regarding proposed actions, and make the hearings accessible to all residents. This includes the use of interpreters when requested, or when a strong need for their use has been identified.
- Ensure that any Citizen Advisory Committee PSRC creates has representation from Title VI relevant populations.

Program Area 2: Planning & Programming

PSRC is responsible for developing long- and short-range transportation plans to provide efficient transportation services to the central Puget Sound region. A comprehensive transportation planning process is used, which entails the monitoring and collection of data related to transportation issues. PSRC coordinates with WSDOT, cities, counties, and transportation providers, seeks public involvement, and provides technical support when needed. Refer to "Program Area 1: Communications & Public Involvement" for a description of how interaction with the public is handled in regards to this Program Area and the agency in general.

Operational Guidelines

Primary guidance is provided by:

- The Metropolitan Planning Organization (MPO) Regulations 23 CFR 450
- RCW 47.80 Regional Transportation Planning Organization (RTPO)
- PSRC's Interlocal Agreement
- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)
- State and Federal Clean Air Acts and Amendments
- Washington State Growth Management Act

Key Planning and Programming Activities

PSRC is mandated by state and federal law to maintain *VISION 2040*, the region's adopted, long-range, growth management, economic, and transportation strategy; *Destination 2030*, the region's adopted, long-range, Metropolitan Transportation Plan (MTP); and the Regional Transportation Improvement Program (TIP), a three-year program of federally funded projects in the region. PSRC conducts and supports numerous state and federal planning, compliance, and certification programs, which enable counties, cities, transit agencies, ports, and WSDOT to obtain state and federal funding. PSRC also develops and advances a Regional Economic Strategy, which is integrated with regional land use and transportation planning. The agency provides forecasts of population, housing, economic, and transportation trends that provide the basis for addressing current issues and exploring future needs and options that could benefit the region. PSRC also serves as a center for the collection, analysis, and dissemination of information vital to residents and governments in the region.

The Regional Council's Interlocal Agreement with member governments establishes the agency's growth management, transportation, database, forum, and technical assistance responsibilities. The agreement highlights the following functions:

- Fulfill MPO responsibilities for the four counties, develop a regional transportation plan, review and approve expenditures of federal transportation funds, and identify short-range transportation system development needs and financial strategies.
- Fulfill RTPPO requirements prescribed by state law for the four counties; ensure that regional transportation and land-use plans are integrated; and ensure that state, regional, and local transportation plans are consistent.
- Maintain *VISION 2040* as the region's adopted growth management, economic, and transportation strategy, and prepare multicounty planning policies for the region.
- Develop and maintain a regional database, and forecast and monitor economic, demographic, and travel conditions in the region as the foundation for local and regional planning.
- Provide technical assistance to local governments, to state and federal governments, and to business and community organizations.
- Provide a forum for the discussion of emerging regional issues.

Major Programs

- ***VISION 2040*** – Maintain the region's growth management, economic, and transportation strategy to reflect planning and implementation that occurs in the region; support continuing work on the strategy; and undertake new planning activities to support and review progress toward achieving *VISION 2040*.
- ***Destination 2030*** – Provide the long-range regional investment strategy to implement transit, roadway, and freight mobility; nonmotorized transportation; air transportation; and demand and system efficiency programs. Address full-cost planning, major investment studies, and discussions regarding how to finance transportation improvements.
- ***Prosperity Partnership*** – Through a broad coalition of public and private organizations, advance a regional economic strategy that furthers regional prosperity while sustaining the resources and quality of life on which the region's economic growth depends.
- ***Regional Transportation Improvement Program (TIP)*** – Maintain a Regional TIP that incorporates all projects using federal funds, including funds managed by PSRC and the state and all regionally significant projects, regardless of funding source; conduct ongoing analyses related to plan consistency, air quality, and financing; and provide training and assistance to agencies in the region.
- ***Transportation Management Systems*** – Develop the Congestion Management Program required by federal transportation law to monitor existing transportation system performance problems and identify potential solutions to guide decisions on use of federal transportation funds. Provide information and guidelines to state and local agencies on national and regional Intelligent Transportation Systems (ITS) issues.
- ***Policy, Plan, and Project Review*** – Ensure that local, regional, and state planning efforts are compatible and mutually reinforcing, and work with local governments, countywide growth management planning groups, and state agencies in the review of policies, plans, and projects for consistency with state and regional planning goals.
- ***Technical Services and Regional System Data*** – Provide demographic, economic, travel, and geographic data to member jurisdictions, other agencies, businesses, and the public; assist in planning activities of member jurisdictions; collect, analyze, maintain, and improve data; and identify, monitor, and forecast trends.
- ***Communications and Information Services*** – Develop and provide information materials on agency activities and services. Assist agency staff in reaching out to, involving, and meeting the needs of Regional Council members, other agencies, businesses, community organizations, and the public.

Consideration of Title VI

Considerations of Title VI legislation are made throughout PSRC's planning and programming activities, for example:

- **Data collection** – A large part of the agency's work program involves collecting, analyzing, and reporting on data for the central Puget Sound region. This includes information on population, housing, employment, poverty, income, wages, transportation, traffic, and growth. Member agencies and other groups use this data for activities such as planning and the distribution of funds.

- **Destination 2030** - The development of *Destination 2030* included environmental justice considerations from the outset. PSRC set out to ensure that the burdens and benefits of implementing *Destination 2030* were equitably distributed across groups based on race, income, age, and disability. PSRC's analysis included (1) outreach and meaningful participation from minority and low-income population groups in the development of the plan, and (2) an assessment to determine any discrimination of minority and low-income population groups in the distribution of impacts and benefits associated with the projects and programs advanced in *Destination 2030*. Refer to Appendix 2 of *Destination 2030* for a full review of environmental justice efforts related to development of the MTP. Future major updates of the plan will include a comprehensive outreach and environmental justice analysis.
- **VISION 2040** – Development of the region's growth, economic development and transportation strategy involved a comprehensive public involvement effort as well as an evaluation of environmental justice issues. The strategy was adopted in April 2008; future public outreach and implementation actions will seek active involvement by all segments of the population.
- **Regional Transportation Improvement Program (TIP)** – The region's short-term, three-year Regional TIP implements the plan and policies established in *Destination 2030*. Included in the program of projects are federal STP, CMAQ, and FTA formula funds managed by PSRC. PSRC's Executive Board selects projects to receive these funds. The criteria used to identify projects to receive funds includes how well the project provides access for transportation users identified in the President's Order for Environmental Justice. The sponsors of all projects programmed in the TIP are required to submit an annual certification of compliance with Title VI and other applicable federal and state laws and regulations.

Title VI Liaison's Responsibilities

The Planning Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency's planning process. In addition, the Liaison will:

- Ensure all aspects of the planning and programming process operation comply with Title VI.
- Prepare and update a demographic profile of the region using the most current and appropriate statistical information available on race, income, and other pertinent data. Make the document available to the public and member agencies on PSRC's website and in the Information Center. (Appendix 6 is the Environmental Justice Demographic Profile for the central Puget Sound region.)
- Develop a process for assessing the distributional effects of transportation investments in the region as part of actions on plan and programming documents.

Program Area 3: Environmental Affairs

The concept of environmental justice includes the identification and assessment of disproportionately high and adverse effects of programs, policies, or activities on minority and low-income population groups. Within the context of regional transportation planning, environmental justice considers the relative distribution of costs and benefits from transportation investment strategies and policies among different segments of society.

Operational Guidelines

- Executive Order 12898 on environmental justice, and federal/state administrative guidelines for implementing environmental justice requirements.
- EB-97-01, a resolution of the Executive Board of the Regional Council, adopting procedures and policies implementing the State Environmental Policy Act.
- Washington State Environmental Policy Act.

When PSRC adopts new planning documents, or substantively amends existing documents in a manner that requires action by the General Assembly, the agency is required to comply with the Washington State Environmental Policy Act (SEPA), and with federal and state environmental justice requirements. When this occurs, a systematic process is used to study and evaluate all necessary environmental aspects of the proposed action(s), as set forth in EB-97-01. Depending on the scope, complexity, and impacts of the project, a SEPA checklist, Determination of Non-significance (DSN), or SEPA Environmental Impact Statement (EIS) will be produced. When one of these documents is required, the agency's Environmental Affairs Liaison (also designated as the SEPA Responsible Official) oversees the process, and ensures all

federal and state requirements are met, and that the public has been involved as appropriate. Refer to “Program Area 1: Communications & Public Involvement” for a description of how interaction with the public is handled in regards to this Program Area and within the agency in general.

Title VI Liaison’s Responsibilities

The Environmental Affairs Liaison is responsible for state environmental review, and Title VI environmental justice compliance in all aspects of PSRC’s work that triggers environmental review requirements under SEPA. The Liaison will:

- Ensure Title VI environmental justice compliance, in coordination with the Title VI coordinator, of all EISs prepared by PSRC.
- Analyze and make findings regarding the population affected by the action.
- Analyze and make findings regarding the impacts of the project on protected Title VI groups, and determine if there will be a disproportionately high and adverse impact on these groups.
- Disseminate information to the public on the processes used and findings of the analysis, in accordance with all agency public involvement procedures. This includes dissemination to groups representing minority media and ethnic/gender related organization, and the use of public comment periods and public hearings, interpreters, and materials in other languages, as needed.

Program Area 4: Consultant Contracts

PSRC is responsible for selection, negotiation, and administration of its consultant contracts. PSRC operates under its internal contract procedures and all relevant federal and state laws.

Operational Guidelines

- PSRC’s “Procurement Policies, Guidelines, and Procedures”
- PSRC’s “Disadvantaged Business Enterprise (DBE) Program”
- Title 48, Chapter 1, Part 31 – Contract Cost Principles and Procedures
- Title 23, CFR 172 – Administration of Engineering and Design Related Service Contracts
- RCW 39.29 – Personal Service Contracts
- RCW 39.80 – Contracts for Architectural and Engineering Services.

Contract Procedures

PSRC’s contract procedures are described in “Procurement Policies, Guidelines, and Procedures.” PSRC verifies Title VI compliance by consultants (subrecipients of federal funds) with the use of Title VI Compliance Review forms. Responses provided in the forms are evaluated to verify compliance on the part of the consultant. In addition, Title VI text is included in all PSRC Requests for Proposals (RFP) and contracts.

Disadvantaged Business Enterprises (DBE) Program

PSRC maintains a DBE Program that is updated as needed, and corresponding DBE participation goals that are updated annually. PSRC reports on DBE participation annually. At the end of each fiscal year, actual DBE participation is evaluated in comparison to established goals, and efforts are made to “create a level playing field” for DBE and non-DBE consultants when PSRC does not meet the established goals.

Title VI Liaison’s Responsibilities

The Consultant Contracts Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the agency’s consultant contracts process. The Liaison will:

- Include Title VI language in contracts and Requests for Proposals (RFP) as described below:
 - Ensure the text in Part A of Appendix 1 is included in all agency contracts.
 - Notify all contractors that the text in Part A of Appendix 1 (minus section 6) should be included in all subcontracts.
 - Ensure the Title VI Notice to the Public is included in all PSRC RFPs.
- Ensure the abbreviated Title VI Notice to the Public is included in all published announcements of PSRC’s RFPs (such as those published in newspapers).
- Ensure the text in number 2 of the PSRC Title VI Assurances (Appendix 1) is included in all

PSRC RFPs.

- Review consultants for Title VI compliance as described below:
 - Ensure the “Title VI Compliance Review” form is given to all consultants as part of the contract signing process.
 - At the end of each fiscal year, review for Title VI compliance any consultants that have not been reviewed within the past twelve months using the “Title VI Compliance Review” form.
 - Upon receiving a completed form from a consultant, ensure the form was filled out and signed, and review the form for any evidence of noncompliance with Title VI contractual provisions on the part of the consultant.
 - If a subrecipient is found to be not in compliance with Title VI, the Title VI Coordinator and Consultant Contracts Liaison will work with the subrecipient to resolve the deficiency status and will write a remedial action if necessary, as described in the next section.
- Maintain the Disadvantaged Business Enterprise (DBE) Program as described below:
 - Monitor, update, and maintain the agency’s DBE Program.
 - Submit annual reports on DBE participation in the Title VI Annual Report
 - Establish and adjust DBE participation goals, as appropriate.
 - Annually review and evaluate DBE participation in relation to DBE goals, and continue efforts to “create a level playing field” for DBE and non-DBE consultants when PSRC does not meet the established goals.

Remedial Action Related to Consultant Reviews

PSRC will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with this Title VI program, both within PSRC and with PSRC’s contractors. In conducting reviews of subrecipients, if a subrecipient is found to not be compliance with Title VI, the Title VI Liaison and Title VI Coordinator will work with the subrecipient to resolve the identified issues.

If the issues cannot be resolved, PSRC will issue a notification of deficiency status and remedial action for the subrecipient, as agreed upon by PSRC and WSDOT, within a period not to exceed 90 calendar days. PSRC will seek the cooperation of the subrecipient in correcting deficiencies, and will provide the technical assistance and guidance needed for the subrecipient to comply voluntarily. Subrecipients placed in a deficiency status will be given a reasonable time, not to exceed 90 calendar days after receipt of the deficiency letter and remedial action, to voluntarily correct deficiencies. If a subrecipient fails or refuses to voluntarily comply with requirements within the allotted time frame, PSRC will submit to WSDOT, FHWA, and FTA two copies of the case file and a recommendation that the subrecipient be found in noncompliance.

A follow-up review will be conducted within 180 calendar days of the initial review to ensure the subrecipient has complied with the Title VI Program requirements in correcting deficiencies previously identified. If the subrecipient refuses to comply, PSRC may, with WSDOT’s, FHWA’s, and FTA’s concurrence, initiate sanctions per 49 CFR 21.

Program Area 5: Education & Training

Minorities, women, veterans, individuals with a disability, and other individuals protected by Title VI and federal and state anti-discrimination laws are provided with equal opportunity and fair treatment in all employment-related decisions, including opportunities for education and training.

Operational Guidelines:

- PSRC Employee Handbook
- PSRC Affirmative Action Plan

Employees Encouraged to Participate in Training

All PSRC employees are encouraged to participate in professional development and training. All materials received by the agency on training and education opportunities are made available to all employees, which includes all information on federally funded training, such as courses provided by the National Highway Institute (NHI) and the National Transit Institute (NTI).

Title VI Liaison's Responsibilities

The Education & Training Liaison is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the education and training program. WSDOT will provide information on training opportunities open to PSRC staff and subrecipients, including information on training provided by NHI and NTI. The Liaison will:

- Assist WSDOT in the distribution of information to PSRC staff on training programs regarding Title VI and related statutes.
- Ensure equal access to, and participation in, applicable NHI and NTI courses for qualified PSRC employees
- Track staff participation in Title VI, NHI, and NTI courses.

Questions

For questions on the PSRC's Title VI Plan or procedures, please contact Michele Leslie, at (206) 587-4819 or mleslie@psrc.org. For information on PSRC's work program or publications, including reports, data forecasting, maps, or other information available for use, contact the Information Center, at (206) 464-7532 or infoctr@psrc.org. For information on all of the above, including current public comment periods and meetings open to the public, visit PSRC's website at www.psrc.org.

Appendix 1

PSRC Title VI Assurances

The Puget Sound Regional Council (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:

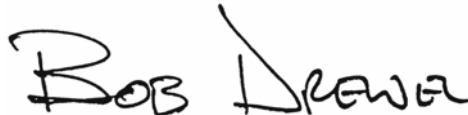
“The Puget Sound Regional Council, in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d—42 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21: Nondiscrimination in Federally Assisted Programs of the Department of Transportation Issued Pursuant to Such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered pursuant to this advertisement will afford minority business enterprises full opportunity to submit bids in response to this invitation, and will not discriminate 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 1 of this Assurance in every contract subject to the Act and the Regulations.
4. That the Recipient shall insert the clauses of Appendix 2 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.
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 3 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, subgrantees, 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, subgrantees, 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.



Robert Drewel, Executive Director

June 27, 2008
Date

Part A

The text below, in its entirety, is in all contracts entered into by PSRC. All of the text except the final section, entitled "Incorporation of Provisions," should be included in any contract entered into by any PSRC 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 the Puget Sound Regional Council 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 the Puget Sound Regional Council, 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, the Puget Sound Regional Council shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

- Withholding of payments to the Contractor under the contract until the Contractor complies; and/or
- 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 the Puget Sound Regional Council 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 the Puget Sound Regional Council 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.

Part 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, the Puget Sound Regional Council (PSRC)—as authorized by law, and upon the condition that the state of Washington 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 Washington all the right, title, and interest of the PSRC 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 Washington, 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 Washington, its successors, and assigns.

The state of Washington, 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 Washington 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, PSRC and its assigns as such interest existed prior to this instruction.¹

Part C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by PSRC 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 a PSRC 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 PSRC 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

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 VI of Civil Rights Act of 1964.

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 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.

Appendix 2

Notice to the Public

Title VI Notice to the Public

The paragraph below will be inserted in all significant publications that are distributed to the public, such as future versions and updates of the Growth Management, Economic, and Transportation Strategy; Metropolitan Transportation Plan; and Regional Transportation Improvement Program for the central Puget Sound region. The text will remain permanently on the agency's website, www.psrc.org, and intranet (available to all employees) The version below is the preferred text, but where space is limited (as in the Regional View) or in publications where cost is an issue, the abbreviated version can be used in its place.

The Puget Sound Regional Council (PSRC) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which PSRC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with PSRC. Any such complaint must be in writing and filed with PSRC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our Web site at <http://www.psrc.org/about/titlevi/index.htm> or call (206) 464-6175.

Abbreviated Title VI Notice to the Public

The following shortened version of the above paragraph can be used in publications where space or cost is an issue, such as for the Regional View and in classified newspaper announcements.

PSRC fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, see <http://www.psrc.org/about/titlevi/index.htm> or call (206) 464-6175.

Appendix 3

Nondiscrimination Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964 [including its Disadvantaged Business Enterprises (DBE) and Equal Employment Opportunity (EEO) components], Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990, relating to any program or activity administered by PSRC or its subrecipients, consultants, and/or contractors. Intimidation or retaliation of any kind is prohibited by law.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel for complaints alleging discrimination. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be utilized for resolution, at any stage of the process. The Title VI Coordinator will make every effort to pursue a resolution to the complaint. Initial interviews with the complainant and the respondent will request information regarding specifically requested relief and settlement opportunities.

Procedures

1. Any individual, group of individuals, or entity that believes they have been subjected to discrimination prohibited by Title VI nondiscrimination provisions may file a written complaint with PSRC's Title VI Coordinator. A formal complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant. The complaint must meet the following requirements:
 - a. Complaint shall be in writing and signed by the complainant(s).
 - b. Include the date of the alleged act of discrimination (date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct).
 - c. Present a detailed description of the issues, including names and job titles of those individuals perceived as parties in the complained-of incident.
 - d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or e-mail transmittal for PSRC to be able to process it.
 - e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and return to PSRC for processing.
2. Upon receipt of the complaint, the Title VI Coordinator will determine its jurisdiction, acceptability, and need for additional information, as well as investigate the merit of the complaint. In cases where the complaint is against one of PSRC's subrecipients of federal funds, PSRC will assume jurisdiction and will investigate and adjudicate the case. Complaints against PSRC will be referred to the Washington State Department of Transportation's (WSDOT) Office of Equal Opportunity (OEO), the Federal Highway Administration or the Federal Transit Administration, as appropriate, for proper disposition pursuant to their procedures. In special cases warranting intervention to ensure equity, these agencies may assume jurisdiction and either complete or obtain services to review or investigate matters.
3. In order to be accepted, a complaint must meet the following criteria:
 - a. The complaint must be filed within 180 calendar days of the alleged occurrence or when the alleged discrimination became known to the complainant.
 - b. The allegation(s) must involve a covered basis such as race, color, national origin, gender, disability, or retaliation.

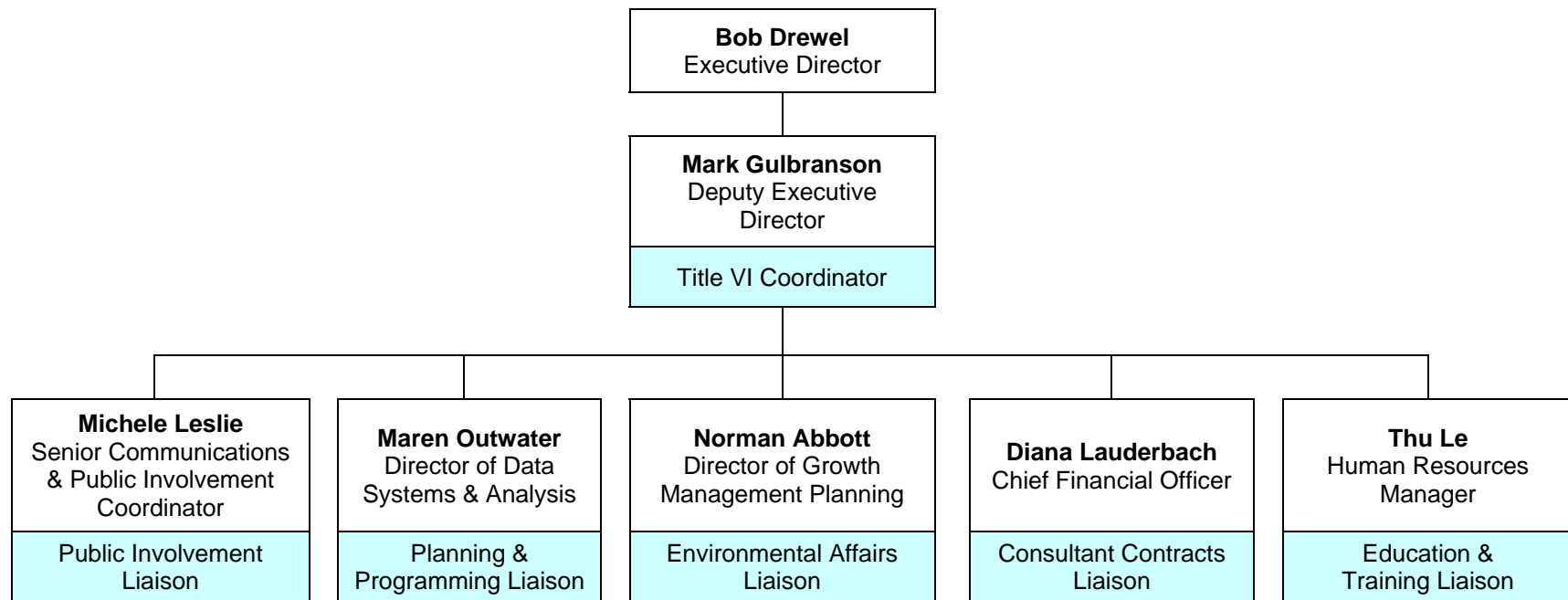
- c. The allegation(s) must involve a program or activity of a Federal-aid recipient, subrecipient, or contractor, or, in the case of ADA allegations, an entity open to the public.
 - d. The complainant(s) must accept reasonable resolution based on PSRC's administrative authority (reasonability to be determined by PSRC).
4. A complaint may be dismissed for the following reasons:
 - a. The complainant requests the withdrawal of the complaint.
 - b. The complainant fails to respond to repeated requests for additional information needed to process the complaint.
 - c. The complainant cannot be located after reasonable attempts.
5. Once PSRC or WSDOT decides to accept the complaint for investigation, the complainant and the respondent will be notified in writing of such determination within five calendar days. The complaint will receive a case number and will then be logged in PSRC's or WSDOT's records identifying its basis and alleged harm, and the race, color, national origin, and gender of the complainant.
6. In cases where PSRC assumes the investigation of the complaint, PSRC will provide the respondent with the opportunity to respond to the allegations in writing. The respondent will have 10 calendar days from the date of PSRC's written notification of acceptance of the complaint to furnish his/her response to the allegations.
7. In cases where PSRC assumes the investigation of the complaint, within 40 calendar days of the acceptance of the complaint, PSRC's Investigator* will prepare an investigative report for review by the agency's Legal Counsel and Executive Director. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition.

*This can be one of PSRC's Title VI Liaisons, or PSRC's Title VI Coordinator.
8. The investigative report and its findings will be sent to PSRC's Legal Counsel for review. The Counsel will review the report and associated documentation and will provide input to the Investigator within 10 calendar days.
9. Any comments or recommendations from PSRC's Legal Counsel will be reviewed by PSRC's Investigator. The Investigator will discuss the report and recommendations with the Executive Director within 10 calendar days. The report will be modified as needed and made final for its release.
10. PSRC's final investigative report and a copy of the complaint will be forwarded to WSDOT's OEO within 60 calendar days of the acceptance of the complaint. WSDOT's OEO will share the report with FHWA and FTA, Washington Division Offices, as part of its Annual Title VI Update and Accomplishment Report.
11. PSRC will notify the parties of its preliminary findings, which are subject to concurrence from WSDOT's OEO. WSDOT's OEO will issue the final decision to PSRC based on PSRC's investigative report.
12. Once WSDOT's OEO issues its final decision, PSRC will notify all parties involved about such determination. WSDOT's final determination is not subject to an appeal.
13. WSDOT will also serve as the appealing forum to a complainant that is not satisfied with the outcome of an investigation conducted by PSRC. WSDOT will analyze the facts of the case and will issue its conclusion to the appellant according to their procedures.

Appendix 4

Organization Chart of Title VI Responsibilities

As of August 2008



Appendix 5

Public Participation Plan for the Puget Sound Regional Council

Adopted June 28, 2007

The goals of the Puget Sound Regional Council's Public Participation Plan are twofold. First, to ensure early, continuous, and broad public notification about and participation in major actions and decisions by PSRC and second, to get meaningful public input to inform the decision making process. This plan establishes consistent, minimum procedures to accomplish these goals; procedures beyond these minimums may be applied as warranted and are encouraged.

The term "major" is to be applied loosely. If a proposed action or decision is clearly a normal-course-of-business activity that does not significantly affect the public or alter public policy, it may not be necessary to apply these procedures. But, if there is a question as to whether these procedures should be followed, then the agency should follow them to ensure appropriate public notification and participation.

However, failure to exactly comply with these procedures shall not, in and of itself, render any decisions or actions invalid.

As stated in its Bylaws, the Puget Sound Regional Council will utilize "a broad range of public information and participation opportunities, including dissemination of proposals and alternatives, process for written comments, public meetings after effective notice, settings for open discussion, communication programs, information services and consideration of and response to public comments."

PSRC's Desired Outcomes for its Public Participation:

1. To get public input on PSRC's activities and decisions
2. To share information with a broad cross-section of the public
3. To ensure notification and participation of traditionally underserved populations
4. To increase overall awareness of regional planning activities

This public participation plan was developed in consultation with member organizations, federal, state, and local governments and agencies, cities, counties, transit agencies, and interested parties. PSRC presented and sent copies to stakeholder groups, sent out a news release, featured the plan in the Regional VIEW, and sent draft plans to the libraries. PSRC received a number of comments during the more than 45 day long public comment period and incorporated those comments as appropriate. This Public Participation Plan will be reviewed periodically for its effectiveness.

Principles to Help Guide PSRC's Public Participation Activities:

1. No major public policy decision is reached or large project implemented without significantly affecting someone.
2. Professionals do not have a monopoly on good solutions.
3. Even if a project or policy decision is sensible and beneficial, it must be arrived at properly to be acceptable.
4. People are much more willing to live with a decision that affects different interests unequally if the decision-making process is open, objective and considers all viewpoints.
5. If project or policy staff don't provide all relevant information necessary for an informed decision, the public will rely on -- and trust -- others.
6. Interacting with an official representative of an organization or group is no substitute for interacting directly with that organization or group.
7. Effective public notification and participation takes time and effort, and can be expensive, yet is essential to sound decision-making.

Public Notification and Participation Procedures

A variety of public notification and participation procedures will be used to encourage the early and continuous involvement of citizens, jurisdictions, communities and other interests in the planning process and the decisions and actions of the Puget Sound Regional Council. Meetings and publications will occur regularly and provide ample notice on key decision making opportunities.

PSRC will continue to incorporate additional outreach efforts, beyond what is listed here. Procedures for meeting fundamental public participation requirements are established in the following sections: Meetings, Publications, Key Decisions and Activities, and Additional Outreach Efforts.

PSRC's Regularly Scheduled Meetings**Public Notification**

Public notification of all meetings of the General Assembly, Executive Board, Transportation Policy Board, Growth Management Policy Board and Operations Committee, will be provided at least 10 days prior to each meeting. Public notification will be made in the Regional VIEW newsletter calendar, on the Puget Sound Regional Council website calendar at www.psrc.org, and agendas for each of these meetings will carry the date and time of the next meeting. These Boards generally meet monthly, with the exception of General Assembly, which usually only meets once each spring. Anyone who wants to receive an agenda of an upcoming board meeting may receive one at no charge. An email with a link to the agenda packet on PSRC's website will be sent to news media in each of the four counties.

Agendas

Changes to the agenda may be made up to the day of the meeting; however, no major action or decision items may be added within three (3) days of the meeting. If action or decision items are added after the agenda packet is sent, all board members and news media outlets previously notified of the meeting, will be notified of the changes at least 48 hours prior to the meeting. Items added within three (3) days of the meeting must be for discussion purposes only. The board must declare an emergency to make exceptions to these provisions.

Public Comment

A public comment period will be provided during each regular meeting of the Executive Board, Transportation Policy Board, Growth Management Policy Board, Operations Committee and General Assembly, as well as PSRC's advisory committees; however, Board chairs may limit comment periods, or provide other options for public comment on specific issues as needed.

Convenient Times and Locations

All PSRC meetings, including those of the Executive Board, Transportation Policy Board, Growth Management Policy Board and General Assembly, as well as committee meetings, open houses and other events, will be held at convenient times and conducted in facilities that are accessible to persons with disabilities and to people who rely on public transit.

Visualization Techniques

PSRC will employ visualization techniques to explain concepts behind actions and decision making.

PSRC's Publications

Regional VIEW Newsletter

PSRC will publish a general newsletter about Council programs and other pertinent information. The newsletter will provide information about upcoming PSRC meetings, activities, and possible decisions and actions, along with the address of the Council and office phone numbers of Council staff who can provide additional information. Anyone who wants to receive a copy of the newsletter may receive one free of charge. The newsletter will be mailed to a lengthy and well managed mailing list that includes traditionally underserved populations. The newsletter will be published on the website, psrc.org.

News Releases

PSRC will send news releases as appropriate on Council programs and other pertinent information to news media in the four-county region. In addition to information about Council programs and activities, news releases will be provided to news media in the region regarding major upcoming actions, when and where the action will be taken, and whom to contact for more information.

Anyone requesting a copy of a PSRC news release will receive one free of charge. News releases will be published on the PSRC's website, psrc.org.

PSRC's Website – www.psrc.org

PSRC will maintain a website about its programs and activities. PSRC will post electronic copies of agendas, publications, and other pertinent information online. PSRC will follow its adopted privacy policy which describes the privacy protections offered to users of the agency's website.

Other publications

PSRC will produce other publications as needed, and make them available to news media, agencies, member jurisdictions and other interested parties, a wide variety of other publications, including reports, maps, brochures, etc. These publications will include technical and policy information documents, as needed.

Most publications will be made available free of charge. When appropriate, a charge may be levied to cover the cost of producing and (if applicable) mailing the publication. When appropriate,

PSRC will make copies of publications available at libraries in the four-county region, and other public locations, for public inspection.

Information Center

PSRC will maintain an Information Center to keep its documents, publications and other pertinent material on file for public inspection and use.

Visualization Techniques and Other Technologies

PSRC will use new technologies or mediums to communicate information and data as needed, including additional visualization techniques.

Mailing Lists

PSRC will periodically update its mailing lists and databases to maintain and initiate contact with interested parties, targeting those traditionally underserved and/or gaps in existing databases.

Alternative Formats and Limited English Proficiency

PSRC's agendas, news releases, and publications will be available in alternative formats and in other languages by request and when possible.

Key Decisions and Actions

At key decision points, such as approval of the Metropolitan (Regional) Transportation Plan and Transportation Improvement Program, pursuant to state and federal laws, the PSRC will provide "citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process." [Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users – CFR Vol. 72, 450.316].

Efforts to fulfill this requirement will include opportunities for interested parties to be involved in the early stages of plan, program and policy development. These efforts may include publications, workshops, open houses, visualization techniques, or participation in other public forums or methods to provide opportunities for the public to learn about and participate in plan, program and policy development.

These efforts will include publication of appropriate documents, public notice of availability of such documents, and/or other methods to make them available for public review. They also will include notice as to where to send written comments, and who at the agency will receive written comments and can provide additional information. Public comment received will be summarized and presented to the appropriate board. Public comment received on the Metropolitan Transportation Plan and Transportation Improvement Program will be included as part of the final documentation of these plans.

As part of these efforts, PSRC will proactively seek out and consider the needs of people traditionally under served by transportation systems (e.g., low-income and minority households).

Consistent with these procedures and the philosophy of this Public Participation Plan, PSRC will establish a public participation process for each of its key decisions. This process will include a

specific public review period of at least 20 days for review of key decision documents, between the release of a draft and final action. Copies of written comments received during this time will be made available to members of the body taking final action (the Executive Board or General Assembly.) In cases where the final documents differ significantly from the versions distributed for the public comment and review period, time for additional public comment will be provided.

PSRC will clearly define the roles and responsibilities for consulting with other government agencies at key decision points.

State Environmental Policy Act (SEPA), RCW 43.21C

PSRC will use SEPA to guide its environmental review for key decision making.

SEPA rules adopted by the Puget Sound Regional Council require that whenever PSRC issues a Declaration of Non-Significance (DNS) under WAC 197-11-360-(3), the Council will give public notice as follows: Publishing a notice in a newspaper of general circulation in the county, city, or general area where the proposal is located; Furnishing notice to anyone who has specifically requested in writing to be notified about the particular proposal; and Creating and maintaining a mailing list based on responses during the scoping process and sending notice to those on the list. These rules also apply when PSRC issues a Draft Environmental Impact Statement (DEIS) under WAC 197-11-455(5) or Supplemental Environmental Impact Statement (SEIS) under WAC 197-11-620.

These rules also will be followed whenever PSRC proposes to change its adopted SEPA procedures.

When issuing a Final Environmental Impact Statement (FEIS), the Puget Sound Regional Council will provide notice to news media in all counties that are members of the Council, and in addition will notify anyone who has requested in writing to be notified or who has provided comments on the draft document.

State Growth Management Act (GMA), RCW 36.70A

For the development and adoption of multicounty policies under the GMA, the Puget Sound Regional Council will comply with GMA procedures that apply to countywide planning policies, including "a public hearing or public hearings on the proposed policies," [RCW 36.70A.210 (2)(e)] with appropriate public notification and participation.

The public notification and procedures will include, as required by the GMA, "broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments." [RCW 36.70A.140]

Additional Outreach Efforts

Puget Sound Regional Council will also conduct additional outreach efforts as appropriate to provide public opportunities for comment, suggestions, ideas and concerns. This may include workshops, open houses, forums, and other events. PSRC will also encourage public comment and participation through advisory committees, presentations to civic groups, and other efforts as appropriate.

Some elements of PSRC's Budget and Work Program involve compiling projects from many jurisdictions throughout the region; the Council will work with local jurisdictions to ensure that the

public in those jurisdictions is notified and involved at the local level, to provide effective opportunities for early and continuous participation.

In addition to these procedures, the Puget Sound Regional Council will comply with all other provisions of the Open Public Meetings Act (RCW 42.30), the State Environmental Policy Act (RCW 43.21C), the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU), the state Growth Management Act (RCW 36.70A), and any and all other applicable federal and state laws.

POLICY FOR ENGAGING INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY (LEP)

The Puget Sound Regional Council's policy for engaging individuals with limited English proficiency is to provide translation services to anyone who requests them. PSRC is currently advertising Spanish and Vietnamese translation on its newsletters and website thanks to staff members who are native speakers of those languages. The advertisement includes the phone number of staff who will be able to help Spanish or Vietnamese speakers in their native language when they call.

PSRC also keeps an up to date list of all staff members with intermediate language skills and includes this information on "I Speak" cards at the reception desk. PSRC's receptionist is prepared with this information and contact information for on call translators in case someone comes into the office who has limited English proficiency.

Background Information:

PSRC followed U.S. Department of Justice guidance using a "four-factor analysis" process to determine the number and proportion of LEP individuals in the region and how to cost effectively provide information services to these individuals. The guidance also offers a safe harbor of 5% of the effected population or 1,000 people in the effected neighborhood.

The "four-factor analysis" process includes determining the number and proportion of LEP individuals within the population, the frequency with which LEP individuals will come in contact with the program, the importance of the program to people's lives, and the resources available to provide translation services.¹

The results of the "four-factor analysis" showed that there is not a great need for translation services. The Puget Sound Regional Council's service area is fairly large, covering the entire four counties of King, Kitsap, Pierce and Snohomish. PSRC does not provide project level service, therefore all of its materials and communications are based on the entire region.

A large number of languages are spoken within the four counties, but proportionally the percentages of people speaking a language other than English at home was relatively low. The number of people reporting that they also speak English "very well" or "well" offset this even more. According to the Census 2000, the top two languages spoken at home in the region are Spanish and Chinese. Spanish is spoken at home by 3.9% of the region's population. More than half of this group reported that they speak English "very well" or "well." Chinese is spoken at home by 1.5% of the region's population and 5.2% of people speaking Asian or Pacific Island languages at home reported that they speak

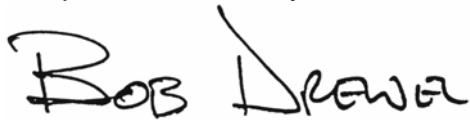
¹ This language was taken directly from the U.S. Government's Limited English Proficiency Web site, <http://www.lep.gov/recipbroch.html>.

English “very well” or “well.”² PSRC does not provide any neighborhood specific programs or projects, therefore the team reviewed language characteristics for the region as a whole and the 5% safe harbor was used.

The frequency and extent with which LEP individuals come into contact with PSRC programs is estimated to be quite low. As an association of cities, towns, counties, ports, and state agencies that serves as a forum for developing policies and making decisions about regional growth and transportation issues, the PSRC does not provide any direct projects or services to the population of the central Puget Sound region. However, PSRC encourages public comment on its policies, programs, and funding cycles, and therefore would like to increase opportunities for public comment, particularly by historically underserved populations including LEP individuals.

PSRC remains committed to providing translation services to people who request them and have come up with creative solutions to assist LEP individuals and show the agency’s interest in providing translation services. These creative solutions include: offering translation services in Spanish and Vietnamese through our staff, keeping a list of staff with intermediate language skills, the use of the “I Speak” cards at reception, and keeping a list of possible translation vendors.

Adopted this 30th day of June 2008:

A handwritten signature in black ink that reads "BOB DREWEL". The letters are cursive and somewhat stylized, with the first letters of each word being capitalized and larger than the others.

Bob Drewel, Executive Director

² The Regional Council based this analysis on data from the Census 2000, Summary File 3, “Language Spoken at Home” and “Ability to Speak English.” Numbers shown are for people who are over 18.

“Language Spoken at Home” 2000 Census Information for the region

Regional Total

Language Spoken at Home	Ages 5-17		Over 18	
	Total Number	Percentage	Total Number	Percentage
Spanish	23,185	3.9%	95,240	3.9%
French	1,897	0.3%	12,759	0.5%
German	2,847	0.5%	21,760	0.9%
Russian	4,660	0.8%	13,535	0.5%
Chinese	6,204	1.0%	36,638	1.5%
Japanese	2,196	0.4%	16,375	0.7%
Korean	6,150	1.0%	27,982	1.1%
Cambodian	3,812	0.6%	8,652	0.4%
Vietnamese	6,919	1.2%	26,255	1.1%
Tagalog	3,651	0.6%	30,563	1.2%
African Languages	2,590	0.4%	8,940	0.4%
Total Surveyed	594,197	100%	2,468,984	100%

Ability to Speak English, Over 18 – Regional Total

Language Spoken at Home	Very Well / Well	Not Well / Not at All
Spanish	2.8%	1.0%
Indo-European Languages	3.4%	0.6%
Asian and Pacific Island Languages	5.2%	1.7%
Other Languages	0.7%	0.1%

King County

Language Spoken at Home	Ages 5-17		Over 18	
	Total Number	Percentage	Total Number	Percentage
Spanish	13,610	4.8%	55,741	4.1%
French	1,047	0.4%	8,326	0.6%
German	1,272	0.4%	10,599	0.8%
Russian	2,518	0.9%	8,750	0.6%
Chinese	5,225	1.8%	32,075	2.4%
Japanese	1,478	0.5%	11,253	0.8%
Korean	2,872	1.0%	13,414	1.0%
Cambodian	1,925	0.7%	4,581	0.3%
Vietnamese	5,077	1.8%	19,066	1.4%
Tagalog	2,198	0.8%	19,040	1.4%
African Languages	2,381	0.8%	7,878	0.6%
Total Surveyed	284,554	100%	1,347,999	100%

Ability to Speak English, Over 18 – King County

Language Spoken at Home	Very Well / Well	Not Well / Not at All
Spanish	2.9%	1.2%
Indo-European Languages	4.0%	0.7%
Asian and Pacific Island Languages	6.5%	2.1%
Other Languages	0.9%	0.1%

Kitsap County

Language Spoken at Home	Ages 5-17		Over 18	
	Total Number	Percentage	Total Number	Percentage
Spanish	925	2.0%	4,494	2.6%
French	164	0.4%	780	0.5%
German	193	0.4%	1,063	0.6%
Russian	10	0.0%	71	0.0%
Chinese	10	0.0%	316	0.2%
Japanese	147	0.3%	885	0.5%
Korean	94	0.2%	408	0.2%
Cambodian	0	0.0%	20	0.0%
Vietnamese	45	0.1%	273	0.2%
Tagalog	468	1.0%	4,289	2.5%
African Languages	5	0.0%	30	0.0%
Total Surveyed	46,654	100%	169,969	100%

Ability to Speak English, Over 18 – Kitsap County

Language Spoken at Home	Very Well / Well	Not Well / Not at All
Spanish	2.3%	0.3%
Indo-European Languages	1.8%	0.1%
Asian and Pacific Island Languages	3.8%	0.4%
Other Languages	0.2%	0.0%

Pierce County

Language Spoken at Home	Ages 5-17		Over 18	
	Total Number	Percentage	Total Number	Percentage
Spanish	5,281	3.8%	19,321	3.8%
French	334	0.2%	2,102	0.4%
German	833	0.6%	7,420	1.5%
Russian	815	0.6%	1,710	0.3%
Chinese	254	0.2%	1,167	0.2%
Japanese	208	0.1%	2,623	0.5%
Korean	1,943	1.4%	8,864	1.7%
Cambodian	1,407	1.0%	2,680	0.5%
Vietnamese	771	0.5%	3,297	0.6%
Tagalog	422	0.3%	3,615	0.7%
African Languages	47	0.0%	298	0.1%
Total Surveyed	140,518	100%	510,563	100%

Ability to Speak English, Over 18 – Pierce County

Language Spoken at Home	Very Well / Well	Not Well / Not at All
Spanish	3.0%	0.9%
Indo-European Languages	2.8%	0.4%
Asian and Pacific Island Languages	3.7%	1.4%
Other Languages	0.3%	0.0%

Snohomish County

Language Spoken at Home	Ages 5-17		Over 18	
	Total Number	Percentage	Total Number	Percentage
Spanish	3,369	2.8%	15,684	3.6%
French	352	0.3%	1,551	0.4%
German	549	0.4%	2,678	0.6%
Russian	1,317	1.1%	3,004	0.7%
Chinese	715	0.6%	3,080	0.7%
Japanese	363	0.3%	1,614	0.4%
Korean	1,241	1.0%	5,296	1.2%
Cambodian	480	0.4%	1,371	0.3%
Vietnamese	1,026	0.8%	3,619	0.8%
Tagalog	563	0.5%	4,640	1.1%
African Languages	157	0.1%	734	0.2%
Total Surveyed	122,471	100%	440,453	100%

Ability to Speak English, Over 18 – Snohomish County

Language Spoken at Home	Very Well / Well	Not Well / Not at All
Spanish	2.7%	0.8%
Indo-European Languages	2.9%	0.7%
Asian and Pacific Island Languages	3.8%	1.1%
Other Languages	0.6%	0.0%

Appendix 7

The Regional Demographic Profile can be found online at <http://www.psrc.org/about/titlevi/ejdem.pdf>