



Virginia Department of Rail and Public Transportation

Public Participation Plan

August 1, 2015

Virginia Department of Rail and Public Transportation

Public Participation Plan

The Department of Rail and Public Transportation (DRPT) works with the media to alert the public on upcoming events. DRPT makes a concerted effort to notify newspapers and other media outlets to ensure the public is aware of upcoming meetings with emphasis on those areas with high minority and low-income populations. DRPT lists meeting dates and times on our website. DRPT publishes translated announcements of public meetings in minority newspapers.

DRPT has included Google Translate on its website (www.drpt.virginia.gov) and will also translate vital documents upon request.

Vital Document Translation

DRPT takes reasonable steps to ensure that LEP persons have meaningful access to written translation of vital documents using pictograms or universal icons when necessary or applicable. Vital documents commonly include information which is critical or required to participate in a benefit from DRPT, which could include:

- Notices advising LEP persons of the availability of free language assistance
- Any document or outreach material that meets the definition of a vital document
- Notices appearing in areas with specific high LEP populations
- Title VI and constituent complaint forms
- Notices of Public Meetings
- Notices of Grant Application dates
- Public Notices
- Brochures
- Media Releases

Public Meetings

In order to reach the highest number of minority and/or low-income people when planning public meetings, DRPT and/or its subrecipients shall attempt to hold meetings near bus lines or other modes of public transportation or in neighborhoods identified as having a high percentage of minority/low-income population. These locations will be given highest priority depending on availability of meeting space and/or cost of facility. Our public meetings are held in the spring and fall of each year. SYIP meetings are held in four regions across the state (Northern Virginia, Hampton Roads, Roanoke, and Southwest Virginia) in the spring of the year. The fall Multimodal Transportation meetings are held in nine regions across the state (Lynchburg, Bristol, Fredericksburg, Hampton Roads, Northern Virginia, Salem, Staunton, Culpeper, and Richmond). The meetings begin at 6:00 p.m. after the regular workday, with the exception of the Northern Virginia meetings which begin at 7:00 p.m. due to the high volume of traffic in the Northern Virginia area. VDOT plans and arranges these meetings for the Transportation

Secretariat agencies, including DRPT. These meetings are also advertised by VDOT. However, DRPT ensures that requirements are met to notify and accommodate Title VI populations.

For meetings that DRPT and its subrecipients plan, locations, facilities, and meeting times that are convenient and accessible to minority and low-income communities will be used. As an example, in June 2015 DRPT planned a group of public meetings for the Washington, D.C. to Richmond Southeast High Speed Rail (DC2RVA) project. DRPT choose these locations for accessibility to public transportation which included a Community Center and public meeting spaces. All three meetings were held after work hours allowing a greater number of people to attend. DRPT, in partnership with Virginia Department of Transportation (VDOT), held four environmental public hearings in Northern Virginia in May and June of 2015. Advertisements for these meetings were posted in the Washington Post, Commonwealth Calendar, and Town Hall calendar of events. These meeting locations were again chosen for accessibility to public transportation and help after work hours to allow for more attendance. Where technology exists, DRPT will strive to have meetings recorded and have the audio posted to our website for access by a larger percentage of the population. Also, where technology exists, DRPT can also stream meetings live to provide more widespread access to the public. DRPT will request that fliers announcing these meetings be placed in locations such as DMV field offices, local libraries, and with local citizen groups.

DRPT advertises using the Statewide Classified AdNetwork through the Virginia Press Services, Inc. The list of Newspapers and circulation numbers are attached to this report.

DRPT's goal is to conduct all public participation activities in locations that are fully accessible to public transportation and near minority/low-income communities. To reach the largest number of minority and low-income communities throughout the Commonwealth, a geographically focused public participation program will achieve the outcomes described in this plan. In addition to traditional methods of communication, DRPT will utilize strategies recommended by community members for a specific neighborhood or population group. By partnering with community groups and local chambers of commerce, DRPT can cost-effectively extend its reach and help partner organizations provide information that is of interest to groups they represent. If needed, DRPT will provide translated text. DRPT will maintain communication with community partners so it is aware of local publication schedules. Although many times cost prohibitive, DRPT will work to translate public hearing announcements into different languages depending on meeting location and census data available for each geographic region in the Commonwealth. With advance notice, DRPT has fulfilled requests to provide translators at public meetings.

Meeting formats will be tailored to achieve specific public participation goals such as sharing information; answering questions; establishing priorities; and reaching a consensus.

Communications

DRPT will establish and maintain active work relationships with all relevant local media, including minority-based media in order to communicate pertinent information to DRPT subrecipients and the public. DRPT will coordinate with individual institutions and organizations while implementing community-based public involvement strategies to reach out to members in affected minority and/or low income communities. DRPT shall also provide opportunities for public participation through alternative means other than public meetings or written communication; i.e., personal interview or use of audio or video recording to capture comments and posting that audio/video on DRPT's website. DRPT shall utilize the following communication tools:

- DRPT website (www.drpt.virginia.gov)
- DRPT Facebook page
- Regular communications with media
- Focus groups
- Partnerships with community based organizations
- Communication with elected officials
- Press briefings and news releases

DRPT uses the Classified Ad Network of the Virginia Press Service to give public notice for things such as the opening of our grant application cycle. The Classified Ad Network sends our ads to 1-2 newspapers across Virginia. Notice of DRPT's grant application cycle is translated into Spanish each year and run in *El Tiempo Latino* publication.

Notices

Notices will include a statement on how to request translation and interpretive services. DRPT will place notices in minority and low-income communities using locations such as DMV field offices, local libraries, with local citizen groups, and in areas identified by local citizen groups as being accessed by a high volume of the minority and low-income population.

Implementation Plan for Subrecipients

Subrecipients must put procedures into place to involve minority, low-income, and limited English proficiency populations in its public involvement activities. These procedures must be in compliance with FTA regulations. Subrecipients must submit their procedures to DRPT with their Title VI plan. Eligibility for funding through DRPT is contingent on each subrecipient participating in the Federal Title VI program and ensuring that they are in compliance with FTA regulations.

Environmental Justice

Title VI and Environmental Justice Public involvement must also consider Presidential Executive Order 12898, Environmental Justice. The U.S. Environmental Protection

Agency defines Environmental Justice as the “fair treatment of people of all races, cultures and income with respect to development, implementation and enforcement of environmental laws, regulations, programs and policies.” Fair treatment means that no racial, ethnic or socioeconomic group should bear a disproportionate share of the negative environmental consequences resulting from the operation of industrial, municipal and commercial enterprises or from the execution of federal, state, local, and tribal programs and policies. The guiding Environmental Justice principles followed by DOT and the FTA are summarized:

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

DRPT considers these goals of environmental justice throughout its planning and project development as well as through its public outreach and participation efforts.



for first 25 words; \$10 for each additional word

Contact **Adriane Long**, (804) 521-7585, adrianel@vpa.net

Paper	Day	Circ.	Paper	Day	Circ.
Amelia Bulletin Monitor, Amelia	Thursday	10,251	Northern Neck News, Warsaw	Wednesday	4,382
Amherst New Era-Progress	Thursday	2,022	Northern Virginia Daily, Strasburg	Tuesday	10,393
Bedford Bulletin	Wednesday	5,819	Northumberland Echo, Heathsville	Wednesday	1,717
The Bland County Messenger	Wednesday	1,388	Nuevas Raices, Harrisonburg	Wednesday	14,000
Bristol Herald Courier	Sunday	26,166	Orange County Review	Thursday	2,815
Brunswick Times-Gazette, Lawrenceville	Wednesday	1,576	Page News & Courier, Luray	Thursday	6,006
The Caroline Progress, Bowling Green	Thursday	2,678	The Patriot, Pulaski	Friday	3,349
The Carroll News, Hillsville	Wednesday	3,077	The Post, Big Stone Gap	Thursday	1,778
The Central Virginian, Louisa	Thursday	8,228	The Prince George Journal	Thursday	800
The Colonial Voice, Colonial Heights	Friday	10,000	Prince William Today	Friday	29,576
Clinch Valley News, Richlands	Wednesday	1,148	The Progress-Index, Petersburg	Tuesday	11,537
Clinch Valley Times, St. Paul	Thursday	1,500	Radford News Journal	Saturday	1,228
The Coalfield Progress, Norton	Tuesday	4,473	Rappahannock Record, Kilmarnock	Thursday	6,481
The Crewe-Burkeville Journal	Thursday	5,200	Rappahannock Times, Tappahannock	Thursday	5,000
Culpeper Star-Exponent	Wednesday	5,471	The Recorder, Monterey	Thursday	4,200
Daily News-Record, Harrisonburg	Tuesday	25,419	Richlands News-Press	Wednesday	2,359
The Daily Progress, Charlottesville	Wednesday	21,671	Richmond Times-Dispatch	Sunday	145,432
Danville Register & Bee	Friday	15,873	The Roanoke Times	Friday	80,253
The Declaration, Independence	Wednesday	1,718	Rocktown Weekly, Harrisonburg	Thursday	10,500
The Dickenson Star	Wednesday	3,372	Salem Times-Register	Thursday	2,602
The Dinwiddie Monitor	Wednesday	2,076	Scott County Virginia Star, Gate City	Wednesday	6,190
The Enterprise, Stuart	Wednesday	5,700	The Shenandoah Journal, Harrisonburg	Wednesday	9,700
The Farmville Herald	Wednesday	6,445	Shenandoah Valley Herald	Friday	2,518
The Fincastle Herald	Wednesday	4,469	The Shenandoah Valley Hit	Friday	2,100
The Floyd Press	Thursday	3,906	The Smithfield Times	Wednesday	5,502
Fluvanna Review, Palmyra	Thursday	5,907	Smyth Co. News & Messenger, Marion	Wednesday	3,327
The Free Lance-Star, Fredericksburg	Tuesday	39,598	South Hill Enterprise	Wednesday	5,749
The Free Press, Woodstock	Thursday	2,711	The Southside Messenger, Keysville	Thursday	2,991
The Gazette, Galax	Friday	6,966	Southside Sentinel, Urbanna	Thursday	4,394
Gazette-Virginian, South Boston	Wednesday	10,048	The Southwest Times, Pulaski	Tuesday	4,935
Greene County Record, Stanardsville	Thursday	739	Stafford County Sun	Friday	20,143
Herald-Progress, Ashland	Thursday	3,418	Suffolk News-Herald	Tuesday	11,013
The Hopewell News	Friday	7,096	Sussex-Surry Dispatch, Wakefield	Wednesday	1,868
Independent-Messenger, Emporia	Wed. & Sun.	4,106	Tazewell County Free Press	Wednesday	13,500
The Lebanon News	Wednesday	4,724	Tidewater News, Franklin	Wednesday	4,101
The Legacy, Richmond	Wednesday	25,000	The Valley Banner, Elkton	Thursday	2,638
Madison County Eagle	Thursday	2,005	The Vinton Messenger	Thursday	946
Martinsville Bulletin	Tuesday	14,659	The Virginia Mountaineer, Grundy	Thursday	7,298
The Mecklenburg Sun	Wednesday	6,521	The Virginian-Pilot, Norfolk	Monday	154,309
The Metro Herald, Alexandria	Thursday	5,000	Virginian Leader, Pearisburg	Wednesday	5,110
Nelson County Times, Lovingston	Thursday	2,006	Virginian Review, Covington	Wednesday	6,623
The New Castle Record	Wednesday	1,191	The Warren Sentinel, Front Royal	Thursday	3,094
The News & Advance, Lynchburg	Tuesday	29,510	Washington County News, Abingdon	Wednesday	1,257
The News & Record, South Boston	Thursday	4,791	The Washington Times	Sunday	38,544
The News-Gazette, Lexington	Wednesday	6,874	Westmoreland News, Montross	Wednesday	5,539
The News Leader, Staunton	Wednesday	15,605	The Winchester Star	Thursday	21,752
The News-Messenger, Christiansburg	Saturday	2,840	Wytheville Enterprise	Tuesday	4,305
The News-Patriot, Colonial Heights	Friday	5,000	Yorktown Crier/Poquoson Post	Thursday	803
The News-Progress, Chase City	Wednesday	2,494			
The News Virginian, Waynesboro	Sunday	5,298			
The North Fork Journal, Harrisonburg	Wednesday	12,450			
			TOTAL CIRCULATION		1,100,860
			TOTAL NEWSPAPERS		102