Sonoma-Marin Area Rail Transit District

Title VI Program and Nondiscrimination Policy

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SMART'S TITLE VI PROGRAM INTRODUCTION

SMART District and Project Background

The SMART District was created by an act of the California Legislature with the passage of AB2224, also known as the Sonoma-Marin Area Rail Transit District Act, effective January 1, 2003, and codified in the Public Utilities Code section 105000, et. seq. The SMART District boundaries include all of Marin and Sonoma Counties. The SMART project involves rebuilding and operating a 70-mile commuter rail service within the publicly owned SMART right of way through Marin and Sonoma counties. The rail facility is a single track facility with passing sidings and gauntlet tracks at stations to accommodate freight trains along the corridor. The project includes full implementation of Positive Train Control. The passenger rail project will ultimately extend 70-miles from Cloverdale in northern Sonoma County, to Larkspur in Marin County. A map of the project is shown in *Figure 1*.

A locally funded 43-mile first phase of the project is nearing the completion of the construction phase, with revenue service anticipated to start in late 2016. That first phase will connect Downtown San Rafael in the south to Sonoma County Airport Boulevard in the north and will include all of the major employment and population centers in the two counties. The nine Phase 1 stations are located in San Rafael, Novato, Petaluma, Cotati, Rohnert Park, and Santa Rosa. The complete buildout of the commuter rail project includes fifteen stations on the 70-mile route between Cloverdale and Larkspur.

FIGURE 1: SMART PROJECT CORRIDOR

SMART's Title VI Program and Nondiscrimination Policy Background

The SMART District is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color or national origin, as protected by Title VI of the Civil Rights Act of 1964. Effective July 2015, the Sonoma-Marin Area Rail Transit District (SMART) has been designated a Federal Transit Administration (FTA) grantee (direct recipient of FTA grant funds). As an FTA direct grantee, SMART is required to have policies and processes in place pursuant to Title VI of the Civil Rights Act of 1964 to meet the following objectives:

- Ensure that the level and quality of public transportation service is provided without regard to race, color, or national origin;
- Promote full and fair participation in public transportation decision-making without regard to race, color, or national origin;
- Ensure meaningful access to transit-related programs and activities by persons with limited English proficiency.

This SMART Title VI Program and Nondiscrimination Policy is intended to demonstrate compliance with the transit provider reporting requirements outlined in FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," effective October 1, 2012 (Federal Register Docket Number FTA-2011-0054). As required by FTA Circular 4702.1B, this SMART program documentation will be updated every three (3) years. SMART is also providing information in this document regarding how SMART has historically acted in compliance with Title VI.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in programs or activities receiving federal financial assistance. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. Presidential Executive Order 13166 addresses services to those individuals with limited English proficiency. The rights of women, the elderly and the disabled are protected under related authorities. These Presidential Executive Orders and the related authorities fall under the umbrella of Title VI. SMART's Title VI/Nondiscrimination Program provides leadership, direction and policy to ensure compliance with Title VI of the Civil Rights Act of 1964 and related authorities. In addition to compliance with federal civil rights requirements through its Title VI program, SMART's Nondiscrimination Policy seeks to not discriminate on the grounds of religion, family status, sexual orientation or gender identity. SMART is proud of the work it has completed to date to provide information to all members of the community and to ensure that social impacts to communities and people are recognized early and continually throughout the transportation decision-making process. As SMART transitions from planning and construction phases into transit operations, that inclusiveness will continue.

SMART TITLE VI/NONDISCRIMINATION POLICY

It is the policy of the SMART District, under Title VI of the Civil Rights Act of 1964 and related statutes and regulations, that not person in the United States shall, on the basis of race, color, national origin, sex, age, disability/handicap, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by SMART or its sub-recipients. In compliance with other civil rights provisions, SMART will not discriminate on the grounds of religion, family status, sexual orientation or gender identity. No person will be retaliated against for complaining of discrimination or who participated in an investigation of discrimination.

SMART will ensure that its programs, policies and activities comply with Title VI of the Civil Rights Act of 1964, as amended, and Department of Transportation regulations. SMART has designated a Title VI Coordinator in the District's administrative offices to receive any formal Title VI complaints (via the process described below). The Title VI Coordinator is the person responsible for record keeping for complaints related to SMART and reporting those complaints as part of any updates to this SMART Title VI/Nondiscrimination Program every three years. To effectively implement and sustain the Title VI Program and related statutes, mandatory training will be provided to SMART staff upon hiring and at regular intervals as needed. Training will include information on the SMART Title VI Procedures and Limited English Proficiency (LEP) responsibilities, description of language assistance services offered to the public, documentation of language assistance requests, and how to handle a potential Title VI/LEP complaint.

The public will be informed of their rights under Title VI through posting the Title VI notice on the SMART website (http://www2.sonomamarintrain.org/index.php/civil_rights/), posters, comment cards, public meeting advertisements and handouts, newsletters, newspaper ads, construction notification mailers, and flyers placed at stations, station shelters, and potentially in transit vehicles. Notices detailing SMART's Title VI obligations and complaint procedures will be translated into languages other than English and Spanish, as needed.

All advertisements for public meetings will include language similar to the following:

> *"Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or person who require translation services should contact (name of appropriate District personnel) at (telephone number) or dial CRS 711 at least 72 hours prior to the meeting."*

A sample SMART Title VI Notice to the Public is included in *APPENDIX A*.

SMART TITLE VI/NONDISCRIMINATION COMPLAINT PROCEDURES

SMART has established the following Title VI complaint procedures:

1. Any person who believes that he or she, or any specific class of persons, has been discriminated against on the basis of race, color, or national origin by SMART, may file a formal (written) or verbal/non-written Title VI complaint. In addition, any individual who believes that he or she, or any specific class of persons, has been discriminated against on the grounds of sex, age, disability, religion, family status, sexual orientation or gender identity may also file a formal (written) or verbal/non-written complaint. SMART investigates complaints received no more than 30 days after the alleged incident and then will process complaints that are complete. The SMART Title VI Coordinator or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for doing so.

2. All formal Title VI complaints shall be submitted on SMART's Civil Rights Complaint Form (included as *APPENDIX B*) to:

SMART Title VI Coordinator
SMART District – Administrative Offices
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954
info@sonomamarintrain.org
Phone: (707)794-3330
Fax: (707) 794-3062

3. All verbal/non-written complaints received by SMART shall be resolved informally when feasible. Informal complaints can be received by phone as listed above. However, once a complaint is written it becomes a formal complaint. If the issue has not been satisfactorily resolved through informal means, or if at any time the person(s) request(s) to file a formal written complaint, the SMART Title VI Coordinator shall process the complaint in accordance with approved SMART formal complaint procedures.

4. Written formal complaints should be verified by the complainant and may be submitted in writing via postal service mail, email or fax to the contact identified above. In cases where the complainant is unable or incapable of providing a written statement, but wishes SMART to investigate alleged discrimination, a formal verbal complaint of discrimination may be made to SMART's Title VI Coordinator. The complainant will be interviewed by the officer or official authorized to received complaints. If necessary, SMART's Title VI Coordinator will assist the person in converting verbal complaints to writing. All complaints converted into writing by SMART's Title VI Coordinator must be signed by the complainant or his/her representatives. The District's representative will assist those with Limited English Proficiency (LEP) in filing a complaint.

5. Formal Title VI complaints submitted in writing shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the alleged discrimination and shall include the following information:

- Name, address, and phone number of the Complainant.
- A written statement of the complaint, including the following details: − Basis of complaint (i.e., race, color and national origin). − The nature of the incident that led the complainant to feel discrimination was a factor. − A detailed explanation of the alleged discriminatory act(s). − The date or dates on which the alleged discriminatory event or events occurred.
- If applicable, name(s) of alleged discriminating official(s). • Other agencies (state, local, or federal) where the complaint is also being filed (if applicable).
- Complainant's signature and date.

6. Once the complaint is received, within 10 working days SMART's Title VI Coordinator will review and will provide the complainant with an acknowledgement letter informing her/him whether the complaint will be investigated by SMART or forwarded to the appropriate agency or organization for response. In that acknowledgement letter, the complainant will be advised of other avenues of redress available, such as a formal complaint with FTA.

7. SMART has 30 days to investigate the complaint. If more information is needed to investigate the complaint, SMART may contact the complainant. In the event of such request, the complainant has 30 days from the date of the letter to provide the requested information. If SMART is not contacted by the complainant or does not receive the additional information within 30 days, SMART can administratively close the investigation. An investigation can also be administratively closed if the complainant no longer wishes to pursue their complaint.

8. After the Title VI Coordinator personnel reviews/investigates the complaint, she/he will prepare a draft written response subject to review by SMART's General Manager and SMART's General Counsel. SMART will issue a response letter to the complainant. In addition, all findings related to alleged Title VI violations will be forwarded to FTA for formal findings. The FTA makes a final determination of "probable cause" or "no cause" and prepares a final decision letter for signature. The investigation will address only those issues relevant to the allegations in the complaint. If a closure letter is issued summarizing the allegations, stating that there was not a Title VI violation and informs the complainant that the case will be closed, the complainant has 10 days after the date of the closure letter to appeal the decision.

9. Both formal and verbal/non-written complaints received by SMART are documented, logged and tracked for investigation. Interviews will be conducted to obtain facts and evidence regarding the allegations in the complaint. The investigator will ask questions to elicit information about aspects of the case which the witness can provide firsthand information about. Interviews can be tape recorded with the interviewees consent. A chronological contact sheet is maintained in the case file throughout the investigation. The SMART Title VI Coordinator prepares a written report which includes:

- The date of the written complaint.
- The date the complaint was received by SMART.
- The date the investigation, lawsuit, or complaint was filed.
- The basis of the complaint (race, color, national origin, etc.).
- A summary of the allegation(s).
- The status of the investigation, lawsuit, or complaint.
- An explanation of the actions SMART has taken or proposed to resolve the issue raised in the complaint.

- Any Preliminary and Final FTA findings related to the investigation, lawsuit, or complaint.
- Other agencies (state, local, or federal), if any, where the complaint has been filed.

A copy of the complaint, together with a copy of the report of investigation, is forwarded to the FTA within 60 days of the date the complaint was received.

10. If information regarding SMART Title VI Complaint procedures is needed in another language, contact Title VI Coordinator at 707-794-3062 for assistance. The SMART Title VI Complaint procedures are translated into Spanish and attached here as *APPENDIX A*.

SMART'S PUBLIC PARTICIPATION PLAN (PPP) IMPLEMENTATION

The SMART District recognizes the importance of involving the public in information exchange when providing transportation facilities and services for the North Bay. Therefore, it is the policy of SMART to promote public involvement opportunities and information exchange activities in all functional areas using various techniques adapted to local area conditions and project requirements.

The SMART Public Participation Plan (PPP) is included as *APPENDIX C.* The SMART PPP identifies strategies SMART pursues to effectively involve the public in transportation decision-making. It describes a variety of methods and techniques to involve the public in the development of transportation plans, programs and projects. Title VI and Limited English Proficiency compliance are integrated into SMART's public outreach techniques and methods.

SMART staff has been aggressive in its efforts to engage the public in meaningful dialogue by a number of means outlined in the PPP. In addition to traditional methods, such a public meetings and construction notification processes, SMART utilizes modern social media methods to engage the public. SMART has also created a unique rail safety campaign in partnership with Operation Lifesaver California and has promoted the messages in that campaign to the schools through theatrical plays and activity workbooks and to all ages through community fairs, festivals and other event outreach (*Figures 2 and 3*). In 2014, SMART staff attended 29 outreach events, each lasting 1 to 5 days, and directly communicated with an estimate of over 4,500 visitors (*Figure 4*). Starting in 2015, SMART staff partnered with Sonoma County to bring rail safety awareness information and training to homeless populations living along the rail corridor in the SMART service area (*Figure 5*).

FIGURE 2: SMART OUTREACH, MAY 2015
SAFETY PALS PERFORMANCE AT STEELE LANE ELEMENTARY, SANTA ROSA

FIGURE 3: SMART OUTREACH, APRIL 2015
CESAR CHAVEZ HEALTH FAIR AT COOK MIDDLE SCHOOL, SANTA ROSA

FIGURE 4: SMART 2014 OUTREACH EVENT SCHEDULE

2014 SMART Outreach Events	Visits
Cloverdale Citrus Fair - Total	399
Earth Day Marin	150
Earth Day Santa Rosa	115
Earth Day SSU	4
Enphase Earth Day Celebration	10
Clean Commute Fair - Agilent	10
Petaluma Butter & Eggs	130
Tour de Novato	75
Senior Expo - Santa Rosa	150
Day Under the Oaks	100
Cinco de Mayo	95
Human Race Sonoma County	62
Bike to Work Day - Santa Rosa	50
Nascar @ Sonoma Raceway - Total	145
Marin County Fair - Total	726
Novato Art & Wine - Total	524
SoCo Day at the Fair	148

National Night Out	144
SoCo Bike Expo	205
Levi's Gran Fondo	89
Impact Sonoma Conference	20
Biketoberfest	90
Senior Fair - Marin	158
Novato Scream on the Green Faire - Total	196
NWP Event	30
Discovery Days Science Fair	585
SCTA Clean Commute Fair	10
State of the County Showcase	20
iLearn Fair	89

FIGURE 5: SMART OUTREACH, JUNE 2015

REDWOOD GOSPEL MISSION ANNUAL HOMELESS BIRTHDAY PARTY, SANTA ROSA

SMART's Advisory Body Composition

The SMART Board approved a "Measure Q Expenditure Plan" in July 2008 as part of the ¼ cent sales tax ballot measure that was put before the voters. That sales tax measure was approved by nearly 70% of the voters in November 2008. The Measure Q Expenditure Plan included as a guideline for implementation of the plan that "A Citizens Oversight Committee will be established by the SMART Board to provide input and review on the Strategic Plan and subsequent updates". The Strategic Plan is a document updated every five years, per Measure Q Expenditure Plan requirements. SMART's Citizens Oversight Committee (COC) is comprised of seven members and two alternates. Membership of the COC is determined by the Board and the Board subsequently makes appointments. Openings are

advertised in a paper with local circulation and on the SMART website. Applicants are invited to present to the Board in advance of appointment.

The current COC member roster has been in effect from 2009-2015: Russ Colombo (Chair), Steve Birdlebough, Peter Breen, Dennis Harter, Patricia Kendall, David Oster, Steve Rabinowitsh, Tanya Narath (alternate) Julia Violich (alternate). The demographic composition of the committee is shown in *Table 1*

The SMART District boundaries include all of Marin and Sonoma Counties. As a fixed route system, SMART is expected to draw passengers from throughout the two counties, and as such the two combined counties constitute the District and SMART's Service Area.

Table 1. Minority Representation on the Citizens Advisory Committee.

	Citizens Advisory Committee		**Citizens Advisory Committee with Alternates**		**SMART District (Sonoma & Marin Counties)**	
Total	7	100%	9	100%	736,287	100%
Male	6	86%	6	67%	361,974	49.2%
Female	1	14%	3	33%	374,313	50.8%
American Indian and Alaska Native	0	0%	0	0%	17,094	2.3%
Asian	0	0%	0	0%	43,930	6.0%
Black or African American	0	0%	0	0%	20,602	2.8%
Native Hawaiian or other Pacific Islander	0	0%	0	0%	4,376	0.6%
Some Other Race alone or in combination with one or more other races	0	0%	0	0%	83,303	11.3%
Minority Persons (sum of above)	*-*	*0%*	*-*	*0%*	*169,305*	*23.0%*
Hispanic or Latino	0	0%	0	0%	159,499	21.7%
White alone, not Hispanic or Latino	7	100%	9	100%	503,857	68.4%

SMART'S LIMITED ENGLISH PROFICIENCY (LEP) PLAN IMPLEMENTATION

Consistent with Title VI of the Civil Rights Act of 1964 and other Federal regulations, SMART has and will continue to take reasonable steps to ensure meaningful access to benefits, services, information and other important portions of SMART's program and activities for individuals who are limited-English proficient (LEP). The current SMART LEP Plan, including the required "Four Factor Analysis", is included as *APPENDIX D*.

The SMART LEP Plan shows that the most prevalent linguistically isolated population in the SMART District speaks Spanish. SMART is committed to providing meaningful access and has historically translated outreach materials into Spanish for distribution. Examples of those materials include construction notice mailers, construction notice door hangars, and rail safety education materials for school aged children are shown in *Figures 6-8*. SMART has also conducted bilingual telephone surveys, targeted community outreach events, and implemented a number of language assistance measures and policies identified in the attached LEP.

FIGURE 6: SMART CONSTRUCTION NOTICE – SPANISH VERSION

SONOMA-MARIN SMART AREA RAIL TRANSIT

ALERTA de cierre de caminos para construcción

¿Tiene preguntas o necesita más información?

Llame nuestra línea directa sin cargos para el proyecto:

1-855-312-7444

Como parte del proceso de reemplazo de las vías en preparación para el servicio ferroviario de pasajeros en su zona, la compañía contratista Stacy Witbeck/Herzog (SWH) Va nivelar el crucesor de:

ADOBE RD, PENNGROVE
EMPIEZA A LAS 6:00AM EL SÁBADO, 1 DE JUNIO
HASTA A LAS 7:00PM EL SÁBADO, 1 DE JUNIO

El cruce de caminos estará cerrado a todo tráfico vehicular (ver abajo en **Rojo**). Habrá acceso peatonal controlado. Habrá carteles electrónicos en el cruce y señales de desvío marcando rutas alternativas. Por favor use las rutas alternativas cuando viaje por esta zona.

La seguridad es muy importante para SMART y estamos trabajando duro para maximizar la seguridad durante la fase de construcción. Por favor cumpla su parte siguiendo las instrucciones de desvio y manteniéndose alejado de todas las actividades y el equipo de construcción.

¡Gracias por su paciencia durante nuestra fase de construcción!

FIGURE 7: SMART CONSTRUCTION NOTICE DOOR HANGAR – SPANISH VERSION

ALERTA de cierre de caminos para construcción

En preparación para el servicio ferroviario de pasajeros en su zona, la compañía contratista Shimmick Construction reemplazará los cruces de ferrocarril en:

5th Ave, San Rafael
el lunes, 10 de noviembre—al viernes 14 de noviembre

Mission Ave, San Rafael
el lunes, 17 de noviembre—al jueves 20 de noviembre

La construcción ocurrirá 7AM hasta las 7PM pero, los cruces de caminos estará cerrado a todo tráfico 24/7 (**ver abajo en Rojo**). Habrá carteles electrónicos en el cruce y señales de desvío marcando rutas alternativas. Por favor use las rutas alternativas cuando viaje por esta zona.

Para las actualizaciones en curso sobre los plazos de construcción de su vecindario, por favor visite la página Web de SMART:

www.sonomamarintrain.org/construction-updates

Para Información en español LLAME Al: 707-794-3330.

Para obtener más información, llame a nuestra línea gratuita: (855) 312-7444, o escríbanos a info@sonomamarintrain.org.

La seguridad es nuestra principal prioridad en SMART. Estamos trabajando duro para maximizar la seguridad durante nuestra fase de construcción. Por favor haga su parte y manténgase alejado de todos los equipos y actividades de construcción.

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FIGURE 8: SMART RAIL SAFETY TRAINING IN SCHOOLS – SPANISH VERSION

(BOOKLET COVER)

SMART'S TITLE VI SYSTEMWIDE STANDARDS AND SERVICE POLICIES

System-Wide Service Standards

SMART is required to set quantitative system-wide service standards for several indicators to guard against discriminatory service designs or operations decisions. All service standards will be set to ensure equitable service across all jurisdictions and populations served by the SMART system. The SMART District and service area population information is detailed in *APPENDIX E Demographic Profile and Travel Patterns.*

A key characteristic of the SMART rail service is that it is a fixed guideway rail system with no variability in route options - there is only one route. Further, SMART is primarily a single-track rail line, with siding areas for passing trains. Single-track rail systems can be subject to operational limitations. SMART shares its track with a short haul freight operator, as required by the legislation governing SMART, creating further passenger operational limitations.

SMART's current rail car fleet consists of 7 two-car train sets, one of which is designated as a spare train set. The train sets are currently comprised of an "A" and "B" car, with an optional "C" car type not yet funded. All of the SMART rail vehicles are of the same age and condition, being newly manufactured and delivered between April 2015 and December 2015. When the first phase of passenger revenue operations starts in late 2016, all stations will receive the same level of rail service, with all trains consisting of two-car train sets and all trains stopping at all stations the same number of times per day and at the same headways as at each other station. SMART will operate a peak period service during the weekday and off-peak service midday during the week and on weekends.

Vehicle Load

SMART's Vehicle Load Standard will be the same for peak and off-peak services and may be revised once revenue operations begin and actual vehicle load data is collected. The average of all loads during the peak operating period should not exceed the train's achievable capacities, which are 190 persons each for both A and B car types, and 194 for C car types. SMART's current fleet mix includes only "A" and "B" car types. SMART's vehicle load standard for start of service will be the maximum load factor of the fleet, or 2.4. Should additional cars or car types be added into the fleet, SMART may mix "A", "B" and "C" car types to achieve operational efficiencies.

A two-car train set (A + B) can accommodate a minimum of 158 seated passengers per train set, and up to 380 passengers with standees. All SMART station platforms are constructed to handle up to three car lengths. A full three car train would have a capacity of 570-574 people.

After the start of passenger revenue service, SMART may seek to maximize operational efficiencies and adjust vehicle load standards, though options to do so will be limited due to the single track rail environment and limited fleet capacity.

Table 2. Vehicle Load Policy.

Car Type	Seated Capacity	Standing Capacity	Total Capacity	Maximum Load Factor
A	79	111	190	2.4
B	79	111	190	2.4
C	83	111	194	2.3

Vehicle Headway

Service will operate on the mainline trunk line every 30 minutes in each direction during the peak periods, five days a week. Vehicle Headway Standards for off-peak service will be every 240 minutes in each direction, though actual service levels are likely to be higher. Operation service schedules have yet to be finalized for weekend off-peak service.

On-time Performance

A train is determined to be on-time if it reaches its final destination within five minutes of the published schedule time. SMART does not permit its trains to depart early. It is SMART's goal to have 95 percent of trains meet these on-time performance criteria.

Service Availability

Service availability is described by the October 2012 FTA Circular 4702.1B:

> *Service availability is a general measure of the distribution of routes within a transit provider's service area…A standard might also indicate the maximum distance between stops or stations…Commuter rail service or passenger ferry service availability standards might include a threshold of residents within a certain driving distance as well as within walking distance of the stations or access to the terminal.*

SMART will operate a fixed guideway system. According to the 2010 Census, 72% of all the residents in Marin and Sonoma Counties (the SMART District) are within 3 miles of a SMART station. In addition, 77% of all jobs are within 3 miles of a SMART station (LEHD 2011). SMART coordinates with local jurisdictions to encourage land use policies that encourage jobs and housing near the SMART stations.

Table 3. Service Availability Policy.

	Population	Housing Units	Jobs
SMART District	736,287	315,786	277,589
Stations - 3 miles	532,111	211,892	213,562
Stations - 1 mile	223,669	90,703	102,553
Stations - 0.5 miles	90,332	38,015	36,578
	percent		
SMART District	100.0%	100.0%	100.0%
Stations - 3 miles	72.3%	67.1%	76.9%
Stations - 1 mile	30.4%	28.7%	36.9%
Stations - 0.5 miles	12.3%	12.0%	13.2%
Source:	*Census 2010*	*Census 2010*	*LEHD 2011*

System-Wide Service Policies

SMART is required to adopt system-wide service policies necessary to guard against service design and operational policies that may have disparate impacts. System-wide policies differ from service standards in that they are not necessarily based on a quantitative threshold. All service policies will provide equitable service across all jurisdictions and populations served by the SMART system. All policies are subject to approval by the SMART Board.

Vehicle Assignment

Vehicle age and type will be the same for all the vehicles in the fleet at the start of SMART's service. Initially, SMART will operate two-car train sets comprised of an "A" car and a "B" car. All vehicles will be assigned to the same route between Airport Boulevard and Downtown San Rafael at the start of service. All rail cars comply with Americans with Disabilities Act (ADA) requirements, including wheelchair accessible spaces and level platform boarding.

Transit Amenities

According to the October 2012 FTA Circular 4702.1B:

> *Transit amenities refer to items of comfort, convenience, and safety that are available to the general riding public. Fixed route transit providers must set a policy to ensure equitable distribution of transit amenities across the system. Transit providers may have different policies for the different modes of service that they provide. Policies in this area address how these amenities are distributed within a transit system, and the manner of their distribution determines whether transit users have equal access to these amenities. This subparagraph is not intended to impact funding decisions for transit amenities. Rather, this subparagraph applies after a transit provider has decided to fund an amenity.*

SMART provides a variety of amenities at stations to attract and retain customers. These packages of station amenities are uniform throughout the SMART system. Generally, SMART has two types of station environments, Downtown and Other, with downtown stations being located in higher density, mixed land use neighborhoods. Examples of these Downtown stations are Downtown San Rafael and Santa Rosa's Railroad Square. Station platforms themselves are uniformly designed, with platform height designed to allow for level boarding onto the rail vehicles and stations are provided a basic amenities package described below. When SMART begins passenger revenue service in late 2016, and as ridership performance is monitored during the first years of SMART operations, particular attention will be given to whether station types are correctly categorized and whether there may be a need to differentiate station amenities between station types.

The basic set of amenities exists at most stations and includes bike racks, shelters/canopies, benches, and trash cans. These amenities have been designed with local jurisdiction input and are generally uniform except for minor features (such as color) as requested and/or funded by local jurisdictions. SMART's fare collection system will be the Metropolitan Transportation Commission (MTC) regional Clipper® smart care fare system only. Clipper® validation equipment and ticket vending machines will be located at SMART stations as procured and installed by the regional Clipper® program contractor. SMART will also provide standard customer information across each of the stations, and will coordinate with regional MTC wayfinding and signage standards in implementation of its station customer information program. These standardized station amenities described above are included in the definition of basic amenities.

Amenities Policy

Installation of transit amenities along SMART's rail route is based on the needs of each individual station, with standardized amenities described above assembled into a Basic Amenities package. All station amenities are distributed equally among stations and all on-board amenities are distributed equally among all vehicles. *Table 4* graphically describes this amenities policy.

Table 4. Amenities Policy.

Station Type	Level	Amenities
Downtown	Level 1	Basic amenities
Other	Level 2	Basic amenities

Requirement to Evaluate Service and Fare Changes

Because SMART does not operate 50 or more fixed route vehicles in peak service, it is not required to evaluate significant system-wide service and fare changes to determine whether those changes will have a discriminatory impact.

While not required of SMART, SMART is aware of FTA Title VI requirements and will endeavor to bear in mind the intent of the regulation to not create disparate impacts on the basis of race, color or national origin when updating this Title VI Program and when evaluating fare and service policies and practices.

Requirement to Monitor Transit Service

Because SMART does not operate 50 or more fixed route vehicles in peak service, it is not required to monitor the transit service provided throughout SMART's service area. Periodic system-wide service monitoring activities will be undertaken to compare the level and quality of service provided relative to their system-wide service standards and service policies (i.e., vehicle load, vehicle assignment, transit amenities, etc.) not less than with every update of this document.

GENERAL REPORTING REQUIREMENTS

SMART's Title VI Program and Nondiscrimination Policy addresses FTA's general reporting requirements for SMART programs, policies, and activities to document compliance with Title VI of the Civil Rights Act of 1964, the United States Department of Transportation (DOT) implementing regulations in 49 CFR 21 (Nondiscrimination in Federally-Assisted Programs of the Department of Transportation).

Annual Certifications and Assurances

In accordance with 49 CFR Section 21.7(a), SMART will provide the required annual Title VI Certifications and Assurances by submitting an electronic copy of the Pinned Certifications and Assurances from FTA's electronic grants management system.

SMART Title VI/Nondiscrimination Program Notice to the Public

The SMART Title VI/Nondiscrimination Program Notice to the Public is included as *APPENDIX A*. Both English and Spanish versions are shown and documentation of the Notice posting at the SMART District offices (currently the only location where SMART has a physical public/customer contact interface) and on the SMART website is included.

Records Management

The SMART Title VI Coordinator will maintain a log of complaints and consolidate the district logs for reporting purposes. The complaint logs should maintain at a minimum the complainant's name, contact information, nature of complaint and the disposition of the complaint. SMART will maintain a list of active investigations, lawsuits, and/or complaints that allege Title VI discrimination. This list will include the date of the investigation, or the date the lawsuit or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit or complaint; and actions taken by the SMART in response to the investigation, lawsuit, or complaint. These records will be reported in updates on SMART's Title VI Program every three years and will be made available to the FTA as requested.

To date, SMART has not had any complaints, lawsuits or investigations filed in regard to Title VI.

SMART will maintain records of SMART staff training on Title VI Program and Nondiscrimination Policy compliance and will endeavor to include training schedules in subsequent updates of this document.

SMART Title VI/Nondiscrimination Program Updates

SMART will update the documentation of the SMART Title VI/Nondiscrimination Program every three years by resolution of the SMART Board. If any changes to regulation or SMART operational issues arise between document updates that require modifications to the document or program, administrative changes will be allowed.

APPENDIX A

SAMPLE – SMART TITLE VI NOTICE TO THE PUBLIC

Title VI of the Civil Rights Act of 1964

The Sonoma-Marin Area Rail Transit District (SMART) is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color or national origin, as protected by Title VI of the Civil Rights Act of 1964.

How do I file a Title VI Complaint?

If you believe you have been subjected to discrimination under Title VI, you may file a written complaint with SMART.

Si usted cree que ha recibido un trato discriminatorio por SMART sobre la base de su raza, color u origen nacional, usted tiene el derecho de presentar una queja con el Oficial de Derechos Civiles. La queja debe ser presentada a más tardar 180 días calendario después del supuesto incidente discriminatorio alegado. Este documento y el formulario de queja del Título VI están disponibles aquí: http://www2.sonomamarintrain.org/userfiles/file/Title_VI_Report_Complaint_Form.pdf

Los documentos que describen la Declaración de la Política conforme al Título VI y los Procedimientos de Queja de SMART se pueden traducir al español bajo solicitud.
Por favor llame al (707)794-3330 o TDD 711.

To file a formal Title VI complaint you or your representative must submit a signed and SMART Civil Rights Complaint Form within one hundred and eighty (180) days of the last date of alleged discrimination. Download the Complaint Form here: (http://www2.sonomamarintrain.org/userfiles/file/Title_VI_Report_Complaint_Form.pdf)

Alternatively, you can request a copy of the Complaint Form at 707-794-3330 or TDD711.

If information is needed in another language, contact SMART at 707-794-3330.
Si se necesita información en otro idioma, póngase en contacto con SMART al 707-794-3330.

Upon request, the Title VI Coordinator will assist with writing a complaint if the complainant is unable to do so, including any language assistance required.
The complaint should include the following information:

- Your name, address, and how to contact you (i.e., telephone number, email address, etc.).
- How, when, where, and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.

The complaint may be filed in writing with SMART as follows:

SMART - Attn: Title VI Coordinator
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Complainants may also use the following to initiate the filing of a written complaint:
By e-mail to: info@sonomamarintrain.org, with Title VI Complaint in the subject line.
By fax: Attn: SMART Title VI Coordinator - (707) 794-3037

What happens to my complaint after it is submitted to SMART?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by SMART will be recorded in the Title VI Database and electronically assigned an ID number by the Title VI Coordinator.

The SMART Title VI Coordinator reviews all customer feedback and researches complaints alleging discrimination based on race, color or national origin in a service or benefit. Upon request, the SMART Title VI Coordinator will provide appropriate assistance to complainants, including people with disabilities, or who are limited in the ability to communicate in English in accordance with SMART's Limited English Proficiency Plan (ATTACHMENT D of SMART's TITLE VI PROGRAM).

The SMART Title VI Coordinator will review and provide complainant with an acknowledgement letter of receipt of the complaint within 10 working days. Generally SMART will investigate the complaint and prepare a draft written response subject to review by the SMART General Manager and SMART General Counsel within 30 days.

In instances where additional information is needed for assessment or investigation of the complaint, the SMART Title VI Coordinator will attempt to contact the complainant in writing. Failure to provide the requested additional information within 30 days of the letter date may result in the administrative closure of the complaint. More details on the process for Title VI complaints can be found in SMART's Title VI Program document.

How will I be notified of the outcome of my complaint?

The SMART staff will send a final written response to the complainant and advise the complainant of his or her right to file a complaint externally. SMART will use its best efforts to respond to Title VI complaints within 60 working days of its receipt of such complaints.

In addition to the complaint process at SMART, individuals and organizations may also file a complaint by completing a Federal Transit Administration Office of Civil Rights Title VI complaint form (http://www.fta.dot.gov/civilrights/12328_5104.html). Complaints should be signed and include contact information and should be sent to SMART and to:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Bldg, 4th & 5th Floors
1200 New Jersey Ave SE
Washington, DC 20590

APPENDIX B: SMART CIVIL RIGHTS COMPLAINT FORM

SONOMA-MARIN SMART AREA RAIL TRANSIT

CIVIL RIGHTS COMPLAINT FORM

Section I:				
Name:				
Address:				
Telephone (Home):		Telephone (Work):		
E-Mail Address:				
Accessible Format Requirements:	Large Print		Audio Tape	
	IDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes•	No
*If you answered "yes" to this question, go to **Section III**.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				

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

[ ] Race [ ] Color [ ] National Origin [ ] Other _____

Date of Alleged Discrimination (Month, Day, Year):_____.

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved, Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.

_____

_____

_____

_____

_____

Section IV		
Have you previously filed a Title VI complaint with this agency?	Yes	No
Section V		
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? [ ] Yes [ ] No If Yes, check all that apply: [ ] Federal Agency _____ [ ] Federal Court _____ [ ] State Agency _____ [ ] State Court _____ [ ] Local Agency _____		
Please provide information about a contact person at the agency/court where the complaint was filed.		
Name:		
Title:		
Agency:		
Address:		
Telephone Number:		
Section VI		
Name of agency complaint is against:		
Contact Person:		
Title:		
Telephone Number:		

You may attach any written materials or other information that you think is relevant to your complaint. Signature and date required below:

_____ _____
Signature Date

_____ _____
Signature (of person assisting complainant, if needed) Date

Please submit this form in person at either address below, or mail this form to:
SMART Title VI Coordinator
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954
Phone: 707-794-3330
Fax: 707-794-3037
Email: info@sonomamarintrain.org

APPENDIX C:

SMART DISTRICT PUBLIC PARTICIPATION PLAN (PPP)

Inclusive Public Involvement

SMART is required to engage in community outreach consistent with the Department of Transportation Order on Environmental Justice and should seek out and consider the viewpoints of minority and low-income populations in the course of conducting public outreach and involvement activities. SMART's public participation strategy will endeavor to offer early and continuous opportunities for the public to be involved in key transportation decisions.

SMART recognizes that the FTA has given recipients wide latitude to determine when, how and how often specific public involvement measures should take place and what measures are most appropriate. To date, SMART has engaged the public throughout its planning and implementation decision-making process. Between 2003 and 2015, the following key milestone points included extensive public participation:

- Rail vehicle selection and development
- Certification of Environmental (CEQA) Documents
- Development of Initial Operating Segment (IOS)
- Station area planning and design workshops
- Regional and County-level transportation planning and transit coordination activities at the Metropolitan Transportation Commission, Sonoma County Transportation Authority, Transportation Authority of Marin, etc.

In addition to these milestone points in the SMART project, SMART provided regular opportunities for the public to learn about and participate in the development of the creation of the SMART Commuter Rail and Pathway project:

- ***Monthly and biweekly meetings of the SMART Board of Directors*** - These meetings provide regular opportunities for the public to participate in policy formation and issues identification and follow California Brown Act public notification requirements.
- ***Construction information***:
    - Construction Outreach follows a SMART Construction Notification Protocol (*ATTACHMENT A* to this PPP), including distribution of notices and door hangars.
    - Construction information meetings (2012-2015) that provide information to local neighborhoods prior to the beginning of construction activities.
    - Construction information hot-line (**855-312-7444)** for people to call with questions or comments related to construction activities.

- *General community presentations* - SMART Community Education and Outreach delivers on average 2-3 presentations per month to a diverse range of community and educational groups including:
    - Civic clubs (e.g. Rotary Club, Kiwanis Club, Active 20/30 Club)
    - Community interest groups (e.g. Municipal Chambers of Commerce, Latino Chambers of Commerce, Latino advocacy groups and retired persons clubs)
    - Religious organization (e.g. church and synagogue groups)
    - School organizations (classes and public events, with emphasis on Rail Safety Education) – *ATTACHMENT B* to this PPP shows education materials developed by SMART, in partnership with Operation Lifesaver (Spanish version shown).
- *Participation in other community-based organization events* - SMART believes that building relationships with other community-based organizations, listed below, supports effective outreach and participation:
    - Los Cien (Sonoma County Latino civic leadership group)
    - Transportation Equity Alliance of Marin
    - Marin Grassroots
    - Marin American Indian Alliance
    - Sonoma County Human Development Commission
- *Providing staffed information booths at County Fairs, Community Festivals, other Community Events* – SMART participates in numerous events by providing a staffed booth and distributing information in both English and Spanish at these events. In 2014, SMART Community Outreach staff attended 29 events of this type and interacted with approximately 4,500 visitors. *ATTACHMENT C* to this PPP shows the types of general SMART information pamphlets provided in English and Spanish at these events and others.
- *Customer Comment Line & Comment Cards* - At the present time, SMART allows interested parties to call the main line at (707) 794-3330 to provide any feedback or comments regarding SMART's project. In the future, when train and shuttle bus service begins, another telephone number will be available for passengers to comment on SMART services. Comment cards are always available at SMART public meetings and will be available on SMART's vehicles. Customer comments are responded to in a timely fashion.
- *Website and Social Media* - Persons interested in the SMART project can receive updates and sent comments via the SMART website (www.sonomamarintrain.org), as well as email (info@sonomamarintrain.org). SMART utilizes social media services, such as through Facebook (http://www.facebook.com/sonomamarintrain) and Twitter (http://twitter.com/smarttrain) for general information dissemination. Comments in all forums are encouraged and are responded to in a timely fashion.

Native American Tribes

SMART has worked closely with local Native American Indian tribes, primarily the Federated Indians of Graton Rancheria, in the process of environmental and archeological monitoring of SMART track and bridge reconstruction. SMART is also building a relationship with the Marin American Indian Alliance to develop additional communication channels with the Native American communities in the North Bay.

Public Participation Techniques

SMART will utilize a variety of public participation methodologies to inform key decisions and policy formation including:

- SMART Board of Directors meetings
- Public meetings and workshops
- Polls/Surveys
- Targeted Mailing/Flyers
- Utilizing Local Media
- Social Media/E-Newsletters

Providing Meaningful Access to Limited English Proficient (LEP) Individuals

SMART has taken take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of SMART's programs and activities for individuals who are Limited English Proficient (LEP). SMART has developed a LEP Plan (APPENDIX D to this SMART Title VI/Nondiscrimination Program) which focuses on areas in an effort to provide meaningful access for individuals who are Limited English Proficient to the same public transit services provided to all members of the transit service area.

SAFE HARBOR ANALYSIS

SMART has found through census data and demographic studies that the dominant group of Marin and Sonoma County residents and employees with limited English proficiency is composed of those who primarily speak Spanish. Because of the concentrations of LEP Spanish speakers, SMART has employed a number of methods to inform the public of critical elements related to the project, including Spanish language construction flyers distributed door-to-door in neighborhoods and Spanish language rail safety materials targeted to school age children. SMART will continue to use reasonably available methods to inform the public critical information related to the project in a timely manner. Some of those methods include but are not limited to the following:

- News releases
- SMART Train Rider's Guide
- Distribution of "take one" notices distributed on the trains and shuttles

Passenger newsletters

Ads in local newspapers within the service area (English and Spanish)

Community meetings/workshops

Information booths at County Fairs and other Community Events and Festivals

Discussion of changes with the Measure Q Citizen Oversight Committee

Information posted on the SMART website

Signage (posters and "sandwich boards") at train stations

Posters and signage onboard the trains and shuttles

Facebook and Twitter announcements

Email subscription alerts

Where appropriate, information published by SMART will continue to be printed in English and Spanish. Other documents that may be translated include public hearing notices, outreach documents, fare increase notices, service change notices, station signs in areas identified as having a higher concentration of Limited English Proficient populations, and the website (www.sonomamarintrain.org). With the start of passenger revenue rail operations, customer services will be established that will fulfill SMART's Title VI Program and LEP guidance requirements.

SMART will make every effort to translate and print all route information in both English and Spanish.

Information Dissemination

SMART will employ a number of methods to inform the public of the project and in the future, for example by releasing information about fare and service changes in a timely manner. Communication channels may include but are not limited to those listed above.

Information published by SMART, including the SMART Rider's Guide and shuttle bus route information, will be printed in English and Spanish. "Rider Alerts," which identify details about the train and shuttle bus service, will be printed in both English and Spanish. Other documents that will be translated include public hearing notices, outreach documents, fare increase notices, service change notices, station signage (in areas identified as having a higher concentration of non-English or ESL populations and the website (www.sonomamarintrain.org).

PPP ATTACHMENT A: CONSTRUCTION NOTIFICATION PROTOCOL

SMART Construction Outreach

Track and Grade Crossing Construction Notification Protocols

Summary: The goal of SMART construction outreach is to provide timely notification to businesses, property owners and tenants who live or work near the SMART right-of-way (ROW), who may be impacted by construction activities or crossing/road closures. We also aim to ensure that nearby residents have as clear a picture as possible of all of the activities that will take place on the right-of-way during construction.

Track and Crossing construction outreach each have their own unique requirements, and we have established two sets of protocols to ensure that notification is effective for both track construction activities and crossing/road closures. Each protocol is focused on communicating directly with anyone likely to be impacted by construction activities.

Since construction started in mid-2012, and through the first 17 miles of construction, these protocols have been successful in keeping the community up to date and getting their questions answered. Lessons learned along the way have been incorporated in a continuous fashion, and we continue to use feedback to refine and improve our processes.

Track Construction Notification Protocol:

This process generally begins 6-8 weeks prior to construction. Samples of the mailings and notifications referenced below are at the end of this section.

Activity:
1. Generate maps showing all parcels in the communities in the zone identified for upcoming construction, with an overlay showing 500 feet from track centerline. (**Note**: General practice for rail construction noticing is 300 feet, but SMART has elected to expand the baseline for noticing to 500 feet.)
2. Following analysis of the maps, conduct a driving/walking tour of the areas beyond the 500-ft zone to determine what additional areas/parcels have sight lines and/or probability for noise reflection during construction. Adjust notification zone in the map(s) accordingly.

3. Using a combination of Graphical Information Systems (GIS) and Assessor's Property data, generate notification address list of residents and owners of both residential and commercial property within 500 feet of the centerline of the specific section of the SMART ROW that will be under construction. Areas outside the 500-ft zone that have been identified for notification via our physical site tour are included as well.
4. Identify parcels (such as apartment complexes and mobile home parks) where parcel

maps may show a single address, and utilize additional GIS data sources to provide addresses for all units, to be added to the notification list.
5. Identify homeowner's associations and schools which are in the areas adjacent to the construction zone, as well as staff from local jurisdictions to be added to the notification list. Verify that any property owners in contact with SMART on real estate negotiations are also included.
6. Coordinate with Engineering & Construction to ensure that staff from local jurisdictions are aware of upcoming construction activity and receive invitations to attend the Community Meetings.
7. Identify and reserve a date and time and a location convenient to the neighborhood, for one or more Community Meetings (depending on how large the zone for upcoming construction is, we may segment to multiple locations/meetings). The purpose of these meetings is to present an overview of all activities that will occur during construction and answer questions about construction topics. Meetings are generally scheduled in the evening so that those who work during the day can also attend.
8. Provide mailing address data and notification artwork to selected print/mail house for processing via pre-sort first class mail. Ensure de-duplication of lists to avoid mailing twice when the owner of record is also the resident of the property.
9. Mail notification of the Community Meeting(s) to property owners, tenants, and businesses. All notifications include our Project Information line telephone number for questions. These notices inform recipients that track construction will soon occur on the SMART ROW in their area and announce the meeting location, date and time. All mail that cannot be delivered by the postal carrier is returned to SMART Community Outreach, and SMART staff follows up on each item to determine if the owner of record has recently changed, or if the address is valid, and attempts to redeliver either via mail or visit to the address.
10. During the week prior to the meeting, conduct door-to-door canvassing to the addresses immediately adjacent to the right-of-way (at a minimum; canvassing may extend beyond these addresses if proximity, clustering of parcels or sight lines are a factor) to ensure that those who reside closest to the tracks receive an additional meeting reminder. If residents are home, staff speaks to them directly as well as leaving a reminder flyer; if no one is home, the flyer is left in as secure a location as possible near the door without violating rules concerning mailbox use or affixing such a flyer to a door. The flyers also include our Project Information line telephone number for questions.

11. Hold Community Meeting to present construction details and to answer questions. The general format is a joint presentation by Community Outreach, the Contractor Construction Leads and SMART Engineering staff with pictures and description of what we are building, equipment that is used, construction days and hours, processes that are followed during construction for monitoring, and finished result. Content is tailored for each meeting to include neighborhood-specific information. Ample time is allowed to take and respond to questions from the public.

12. In the case where the Community Meeting may precede the actual start of construction by more than 3-4 weeks, additional door-to-door canvassing of areas adjacent to tracks is conducted with an additional Track Construction Notification flyer to ensure that residents and commercial buildings adjacent to the SMART ROW are informed of the start of construction.
13. Maintain up to date information on the SMART Construction Updates web page (ongoing throughout process).
14. Return calls to our Project Information line from the public (ongoing throughout process).

Grade Crossing/Road Closure Protocol:

This process generally begins 6-8 weeks prior to full or partial closure of a crossing for construction. Samples of the notifications referenced below are at the end of this section.)

There are cases where anticipated closure dates can move due to a variety of factors (including working in partnership with local jurisdictions on accommodating their projects while SMART's crossing improvements are underway), so this process is designed to maintain flexibility while ensuring those in the notification area are kept up to date.

Activity
1. Work closely with Construction Contractor to track crossing/road closures. A formal meeting is held once a week, supplemented by daily check-ins with Stacy and Witbeck/Herzog and participation in the bi-monthly "owners meeting." With 6-week look-aheads
2. Generate maps showing all parcels in the area around a crossing identified for upcoming construction, with an overlay showing a 500-foot radius around the crossing. (**Note:** General Practices is to notify within 300 feet, but SMART has elected to expand the baseline for noticing to 500 feet.)

3.	Following analysis of the maps, conduct a driving/walking tour of the areas around the crossing to determine additional residences and businesses may be impacted by the crossing closure. Adjust notification zone accordingly.
4.	Determine businesses, residences, schools and others within the notification zone of the specific crossing that will be closed for construction. (This is done with parcel maps, Google Earth and site field/site visits.)
5.	Coordinate with Engineering & Construction to ensure that staff from local jurisdictions are aware of upcoming crossing construction activity. SMART's Safety & Security team conducts site visits to include local emergency services personnel.
6.	Canvass crossing closure sites that have unique problems like lack of alternate routes to determine how best to minimize impacts.
7.	Visit (re-canvass) each property within the notification zone to distribute crossing construction/closure information, speaking directly with business owners/managers, residents, property managers, school administration, etc. The construction information phone number is clearly located on all notification collateral materials and website. Identify any unanticipated issues specific to a particular crossing and coordinate with Construction & Engineering to address.
8.	Distribute crossing/road closure information to public safety agencies, US Post Office, Garbage Haulers, Caltrans, COZEEP, REDCOMM etc.

9.	Issue Crossing Closure Advisories to local press with up-to-date closure information.
10.	Place an electronic message boards along adjacent roadways announcing road closure (1-2 weeks prior to closure).
11.	Maintain up to date information on the SMART Construction Updates web page (ongoing throughout process).
15.	Return calls to our Project Information line from the public (ongoing throughout process).

Construction Notification Communications Materials - Examples

Crossing Closure Notification Communications

Sample: Closure Notification Flyer (double-sided English & Spanish). NOTE: The main communications approach for the general public for crossing closures is message boards that go up 10-14 days prior to the closure; the flyers are used for canvassing to residents and businesses immediately adjacent to the closure location.

SONOMA-MARIN SMART AREA RAIL TRANSIT

Railroad Construction Crossing CLOSURE NOTICE

Have questions or need more information?

Call our toll-free project hotline at:

1-855-312-7444

As part of the replacement of the tracks to prepare for passenger rail service in your area, SMART contractor Stacy Witbeck/Herzog (SWH) will be replacing the railroad crossing at:

East D Street, Petaluma
6:30am Monday, April 29th to
7:00pm Sunday, May 5th

The road crossing will be closed to all vehicular traffic (see below in Red). Controlled pedestrian access will be available.

There will be electronic message boards at the crossing and detour signs showing alternate routes. Please use alternate routes when traveling through this area.

Safety is very important to SMART, and we are working hard to maximize safety during our construction phase. Please do your part by following detour instructions and staying clear of all construction equipment and activities.

Thank you for your patience as we improve this crossing.

SONOMA-MARIN SMART AREA RAIL TRANSIT

ALERTA de cierre de caminos para construcción

¿Tiene preguntas o necesita más información?

Llame nuestra línea directa sin cargos para el proyecto:

1-855-312-7444

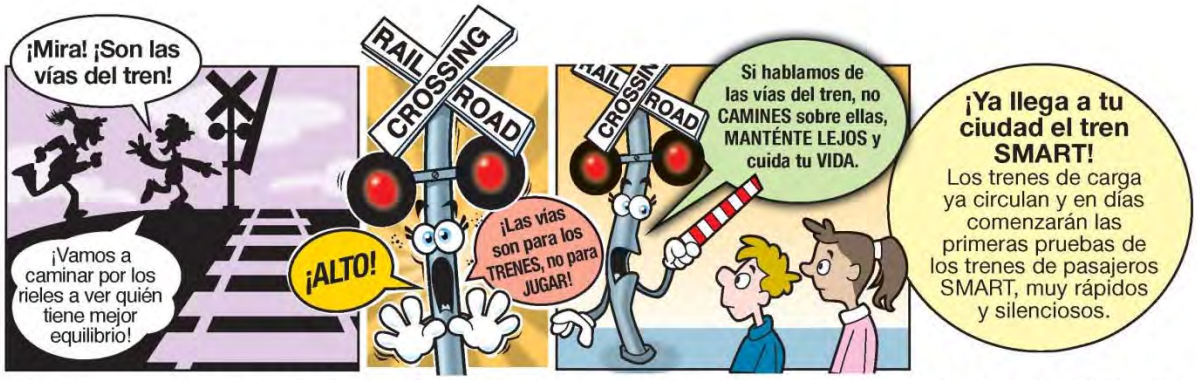
Como parte del proceso de reemplazo de las vías en preparación para el servicio ferroviario de pasajeros en su zona, la compañía contratista Stacy Witbeck/Herzog (SWH) reemplazará el cruce de ferrocarril en:

East D Street, Petaluma
Empieza a las 6:30am el lunes, 29 de abril
Hasta a las 7:00pm el domingo, 05 de mayo

El cruce de caminos estará cerrado a todo tráfico vehicular (ver abajo en Rojo). Habrá acceso peatonal controlado. Habrá carteles electrónicos en el cruce y señales de desvío marcando rutas alternativas. Por favor use las rutas alternativas cuando viaje por esta zona.

La seguridad es muy importante para SMART y estamos trabajando duro para maximizar la seguridad durante la fase de construcción. Por favor cumpla su parte siguiendo las instrucciones de desvío y manteniéndose alejado de todas las actividades y el equipo de construcción.

PPP ATTACHMENT B: SCHOOL SAFETY ACTIVITY BOOK PAGE (SPANISH)

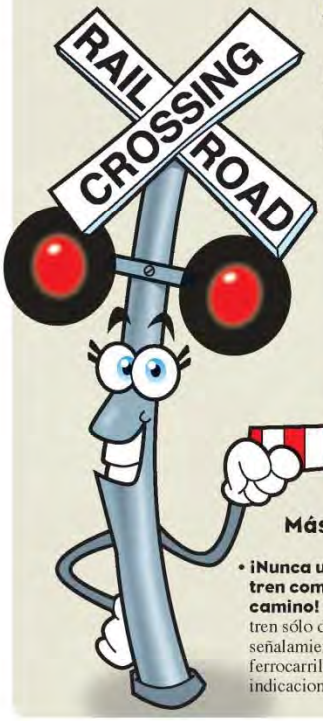


Safety-Minded Around Rails and Trains

Entrena tu mente

Usa el código para completar esta importantísima regla de seguridad.

_____ camines, _____ o _____ sobre o _____ de las vías del tren. Es muy peligroso y está _____. ¡Las _____ están hechas para los _____ exclusivamente!



- = PROHIBIDO POR LEY
- = VÍAS
- = ANDES EN BICICLETA
- = CERCA
- = TRENES
- = JUEGUES
- = NUNCA

Más formas de ser SMART con las vías:

- **¡Nunca uses las vías del tren como atajo en tu camino!** Cruza las vías del tren sólo dónde haya un señalamiento "cruce de ferrocarril" y obedece todas las indicaciones, barreras y avisos.
- **¡Nunca trates de ganarle una carrera al tren!** En el tiempo que le tarda al conductor del tren verte y accionar los frenos, ya es muy tarde para detener la formación a tiempo.

Ya llega el Tren

Inserta las palabras para completar el párrafo.

PROTECCIÓN BARRERAS HIJOS PRUEBAS SECURIDAD

El último tren de pasajeros en pasar por el Norte de la Bahía fue en 1958. ¡Hace ya una generación entera! Esa generación ha crecido e incluso tuvo sus propios _____ sin aprender a respetar las reglas de _____ en las vías del tren y los ferrocarriles.

Pero recuerda que las vías están ACTIVAS.

Muy pronto comenzará a funcionar el servicio de tren SMART. Primeramente el servicio de tren hará unas _____ en preparación antes de la inauguración del servicio. Los trenes son muy modernos y cuentan con todas las medidas de seguridad, como _____ para el cruce, luces y alarmas que nos alertarán sobre la llegada de un tren. Pero nada de eso servirá de _____ si hay personas jugando en las vías del tren.

PPP ATTACHMENT C: SMART PROJECT INFORMATION (SPANISH)

DATOS INTERESANTES

Infraestructura con la Tecnología más Avanzada

- Equipos de construcción están reemplazando las vías ferroviarias, que tienen entre 60 y 100 años, por nuevos rieles, traviesas, balastos y palancas de cambio – reconstruyendo desde el subsuelo.
- Los cruces de caminos locales en las vías están siendo actualizados por paneles de hormigón modernos, para facilitar el paso de peatones, sillas de ruedas, bicicletas y coches.
- Cada tramo nuevo de rieles mide cerca de cinco canchas de fútbol de largo. Esta soldada de manera continúa para ofrecer un viaje suave y silencioso – ¡sin más "clic-clac"!

Enfoque en la Sustentabilidad

- Las viejas traviesas, los rieles e incluso las secciones de puente serán reciclados o guardados para usarlos de nuevo. Los nuevos rieles tiene una mayoría de contenido reciclado.
- Las nuevas traviesas de hormigón y los rieles de acero son materiales inertes = beneficio neto al medio ambiente.
- Hecho en los EE.UU. – distancias más cortas de transporte = emisiones reducidas.
  - ◆ Los rieles fueron fabricados en Pueblo, CO
  - ◆ Las traviesas fueron fabricadas en Spokane, WA
  - ◆ Los trenes fueron fabricados en Rochelle, IL
  - ◆ El balasto – es 100% de abastecedores locales
- Los rieles y las traviesas fueron transportados por ferrocarril – ¡se puede transportar una tonelada de carga 500 millas con un galón de combustible!
- El nuevo puente Haystack en Petaluma es una arcada reutilizada con 85 años de vida útil.

Los Beneficios a la Economía Local

- 69% de los subcontratistas durante el primer gran contrato de construcción son locales = más de ½ de las horas de construcción hasta la fecha.
- Contratos de SMART ha puesto más de $20 millones de dólares directo en la economía local mediante el uso de materiales locales y abastecedores de servicios.

Un Poco de Historia

- La red ferroviaria del Norte de la Bahía era extensa durante la primera mitad del siglo 20. Los vagones de carga estuvieron en uso hasta fines de los años 90 – y comenzaron a ser utilizados nuevamente bajo NCRA/ NWP Co. en 2011. El último tren pasajero funcionó hasta 1958.
- Los gobiernos locales trabajaron con el Distrito del Golden Gate Bridge a fines de los años 80 para preservar el derecho de paso para el futuro uso de trenes pasajeros.
- SMART fue creado en 2002 por legislación estatal. La Iniciativa Q fue aprobada por los votantes en 2008.

SIGA NUESTRO PROGRESO

MANTENGASE EN CONTACTO

Revise nuestro sitio web para información sobre el proyecto, informes y para anotarse para nuestro boletín electrónico en www.**sonomamarintrain.org**

Mande sus preguntas o comentarios sobre el proyecto por correo electrónico: **info@sonomamarintrain.org**

Solicite información sobre la construcción en su vecindario llamando a la línea sin cargos de información sobre el proyecto: **(855) 312-7444**

SEA INTELIGENTE CON LAS VIAS

El único lugar seguro y legal para atravesar las vías ferroviarias es en un cruce designado – indicado por la señal de cruce como esta ilustrado aquí.

Las vías ferroviarias son para los trenes – ¡no para jugar! Además de estar sujetos a multas, los intrusos ponen sus vidas en peligro. Es ilegal caminar, correr, jugar o andar en bicicleta en las vías.

¡SOLICITE UNA PRESENTACIÓN GRATUITA DE "RAIL SAFETY"!

Ayudenos a **CREAR UNA COMUNIDAD SEGURA**, visite www.caol.us y clic en "Request a Presentation."

5401 Old Redwood Highway Suite 200
Petaluma, CA 94954
www.sonomamarintrain.org
T: (707) 794-3330 F: (707) 794-3037

Actualizado noviembre 2014

PROYECTO DE SONOMA-MARIN AREA RAIL TRANSIT

RESUMEN

¿QUÉ ES SMART?

SMART es un proyecto de tren pasajero y camino para bicicletas y peatones aprobado por los votantes que esta localizado en los condados de Marin y Sonoma. Servirá una ruta de 70 millas desde Larkspur hasta Cloverdale, con la primera fase de San Rafael a Santa Rosa.

SMART conectará los residentes y visitantes a los trabajos, la educación, la recreación y los servicios.

Hoy en día, más del 75% de las personas que viajan a diario entre su hogar y el trabajo en el Norte de la Bahía viajan dentro o entre los dos condados para llegar a sus trabajos. El Norte de la Bahía atrae a visitantes de todo el mundo buscando una variedad de actividades de recreación y ocio.

El tren y camino de SMART ofrece opciones para dejar su coche y poder llegar a donde necesite ir, por trabajo o por diversión – y poder trabajar o divertirse en el camino.

Y por cada conductor que deja atrás a su coche, el tráfico mejora para todos.

SMART
SONOMA-MARIN AREA RAIL TRANSIT

RESUMEN DE LA FASE 1

Proyecto

- El servicio de tren pasajero comienza en 2016 y servirá un 70-80% de la cantidad calculada de pasajeros del sistema completo
- La construcción comenzó en mayo 2012
- 43 millas – del centro de San Rafael al Airport Blvd norte de Santa Rosa
- El costo total proyectado para la Fase 1 esta calculado a $428 millones de dólares

El Systema de Camino de SMART

- Conecta los segmentos construidos por SMART con segmentos ya en existencia y otros proyectos planificados para crear uno de los caminos continuos más largos para bicicletas y peatones en el país
- Los segmentos del camino en la Fase 1 están enfocados en el acceso a las estaciones, el posible alto uso y poder conectar las brechas entre segmentos ya en existencia
- "Tren con sendero" permite viajes más largos y de múltiples modalidades

Las Estaciones

- 10 estaciones: Santa Rosa (Airport Blvd., Guerneville Rd. y Railroad Square), Rohnert Park (Rohnert Park Expressway), Cotati (East Cotati Ave.), Petaluma (Centro), Novato (San Marin/ Atherton y Hamilton) y San Rafael (Marin Civic Center y el Centro)
- Cumple con la Ley de Abordaje a Nivel y la Ley de Estadounidenses con Discapacidades (ADA)
- Servicio de autobús Conector Express entre Santa Rosa y localidades futuras de estaciones en Windsor, Healdsburg y Cloverdale y entre el Centro de San Rafael y Larkspur

Trenes de Pasajeros

- 7 trenes de dos vagones
- Las Unidades Múltiples Autopropulsadas con Diésel (DMU) son confortables y fiables
- Los motores son ecológicamente sanos y cumplen con los estrictos requisitos "Nivel 4" del EPA; y son económicos para operar
- Cumplen con "Buy-América" y están fabricados en Rochelle, IL
- Cada tren tiene capacidad para 158 pasajeros sentados, 160 pasajeros parados y 24 bicicletas – dependiendo de una diversidad de bicicletas, sillas de ruedas, coches de bebe y el uso de asientos plegables

Horario

- Los trenes operarán en ambas direcciones cada 30 minutos durante las horas pico, con un viaje de medio día y servicio de fin de semana también en planificación

Precios del Pasaje

- Los precios del pasaje serán comparables con otras opciones de transito
- Las tarjetas Clipper® serán utilizadas para la recolección de tarifas

Velocidad

- Velocidad máxima de 79 mph; velocidad promedio (incluyendo paradas) de 40 mph
- Apartaderos situados estratégicamente permiten que los trenes operen y pasen en ambas direcciones a velocidades normales
- Un viaje en tren desde Santa Rosa a San Rafael llevará cerca de 55 minutos

APPENDIX D:

SMART DISTRICT LIMITED ENGLISH PROFICIENCY PLAN

Limited English Proficiency Plan (LEP)

This Limited English Proficiency (LEP) Plan has been prepared to address the Sonoma-Marin Area Rail Transit District (SMART) responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1A dated May 13, 2007, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency* indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

Plan Summary

SMART will be operating train and connector bus service) starting in late 2016. Currently, SMART is in construction phase and has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency that wish to access information about the current train project and future, train and connector bus services. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, SMART undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

- The number or proportion of LEP persons in the service area who may be served or are likely to encounter a SMART program, activity or service;
- The frequency with which LEP persons that come in contact with SMART programs, activities or services;
- The nature and importance of programs, activities or services provided by SMART to the LEP population;
- The resources available to SMART and overall cost to provide LEP assistance;

A summary of the results of the SMART four-factor analysis is in the following section.

Four Factor Analyses

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by SMART

SMART's principal ridership will consist of Marin County and Sonoma County residents.

These census data show that the linguistically isolated population in the SMART service area is relatively small, 5.1% in 2010, up from 3.7% in 2000. As no 2010 data is available for the breakdown of language types, 2000 data is used for this analysis. Of the identified linguistically isolated populations, only Spanish-speakers are found in significant numbers, with 2.5% of all households in 2000. In 2000, other linguistically isolated households are found in smaller numbers and grouped by the census into broader language categories such as *Other Indo-European* (0.6%), *Asian & Pacific Islander* (0.5%), and *'Other'* (0.1%).

Once SMART begins train service in late 2016, SMART may conduct a passenger demographic survey to further understand the demographics of its passengers and to gather information about those who may have a limited English proficiency.

Table 1. LEP Persons in SMART Service Area Counties.

	Marin		Sonoma		Both Counties	
	2000	2010	2000	2010	2000	2010
Population over 5 years old that speaks a Language other than English	45,595	55,402	85,609	108,214	131,204	163,616
Spanish or Spanish Creole	22,287	30,246	59,480	82,231	81,767	112,477
Other Indo-European	15,281	16,448	14,305	11,116	29,586	27,564
Asian and Pacific Islander	6,754	7,696	9,535	12,760	16,289	20,456
Other languages	1,273	1,012	2,289	2,107	3,562	3,119

Source: U.S. Census, 2000, 2010. Datasets: 2000 SF3 QTP16, ACS-3yr 2010 S1601

Table 2. Analysis of Linguistically Isolated Households in SMART Service Area Counties

	Marin		Sonoma		Both Counties	
	2000	2010	2000	2010	2000	2010
Total Households	100,736	103,210	172,690	185,825	273,426	289,035
Households: Total Linguistically Isolated	3,729	5,057	6,465	9,663	10,194	14,720
% Linguistically Isolated households	*3.7%*	*4.9%*	*3.7%*	*5.2%*	*3.7%*	*5.1%*
Households: Spanish linguistically isolated	2,296	n/a	4,658	n/a	6,954	n/a
% Spanish linguistically isolated Households	*2.3%*	n/a	*2.7%*	n/a	*2.5%*	n/a
Linguistically isolated Households: Other Indo-European languages	791	n/a	927	n/a	1,718	n/a
% Other Indo-European languages isolated households	*0.8%*	n/a	*0.5%*	n/a	*0.6%*	n/a
Linguistically isolated Households: Asian & Pacific Islander Languages	609	n/a	691	n/a	1,300	n/a
% of all households	*0.6%*	n/a	*0.4%*	n/a	*0.5%*	n/a
Linguistically isolated Households: Other Languages	33	n/a	189	n/a	222	n/a
% of all households	0.0%	n/a	0.1%	n/a	0.1%	n/a
Non-Spanish Linguistically isolated	1,433	n/a	1,807	n/a	3,240	n/a
% of all households, non-Spanish Linguistically isolated	1.4%	n/a	1.1%	n/a	1.2%	n/a

Source: U.S. Census 2000, 2010. Datasets: 2000 SF3, ACS 2010 5yr estimate, S0501. More data for 2010 not yet available

Factor 2: The frequency with which LEP individuals come in contact with SMART

At present, SMART is not operating transit services. Contact with the public has occurred at community meetings, construction information meetings, public hearings, and via direct information requests and comments. In the future, when SMART begins revenue service, there will be a greater interaction on a daily between SMART and the public, including LEP individuals. When SMART updates this report in the future, it will reexamine the adequacy of its LEP outreach.

SMART has identified that the only language other than English having a statistically significant population of isolated households is Spanish. To confirm this conclusion, SMART consulted with other social service organizations and transit agencies in the service area, including:

- Community Action Partnership of Sonoma County
- Latino Leadership organization Los Cien
- Sonoma County Transit

- Transportation Equity Alliance of Marin (TEAM)

SMART will primarily provide supplemental information in Spanish. On occasion, informational pieces may be printed in a language other than English or Spanish, if needed in the target market or area being served.

Factor 3: The nature and importance of SMART to people's lives

Accessing SMART's services will not require compulsory activities such as filing applications, seeking consent, or conducting interviews. In special cases, however, such as customers purchasing prepaid fares, or requiring an application for special discount programs for seniors, persons with a disability, or youth, care will be taken to provide language assistance when needed.

It is worth noting that SMART's active rail corridor lies within existing neighborhoods. SMART takes seriously the need to enhance general public awareness of what constitutes safe behavior around the active railroad right of way and has taken a proactive approach to reach out to the community to convey a rail safety message and offers translations into Spanish and will provide language assistance to communicate rail safety to the public.

Factor 4: The resources available to SMART and costs associated with providing language services

Adequate resources are critical for successful LEP programs. Many costs associated with delivery of service to LEP individuals are already included in the daily cost of doing business in a diverse environment. To the extent they are not already included, SMART will endeavor to meet LEP service needs while managing costs to the extent possible.

The cost of providing language assistance will be minimized through use of technology, sharing of materials and services, use of bilingual staff resources and efficiently-procured contract services.

SMART Providing Access to Services and Programs

Community Relations

In addition to the SMART Board of Directors, which takes public comment at all of its regular meetings, SMART has convened ad hoc committees/workshops open to the public. These include the ongoing Citizens Oversight Committee and several ad-hoc/workshops created for input on specific topics and have played an important role in formulating SMART's policies and services.

Citizens Oversight Committee

The Measure Q Expenditure Plan requires this committee as part of its Implementing Guidelines, specifically:

> "A Citizens Oversight Committee will be established by the SMART Board to provide input and review on the Strategic Plan and subsequent updates."

The plan goes on to state that:

"SMART will prepare a Strategic Plan, based on the commitments in this Expenditure Plan, prior to July 2009. The Strategic Plan will identify planned investments in capital implementation, operations and maintenance for the duration of the tax. The Strategic Plan will be updated at least every five years and approved by the SMART Board of Directors. The Strategic Plan will be developed with input from the public and the Citizens Oversight Committee."

Ad-Hoc Advisory Committees/Workshops

The SMART Board has created ad-hoc committees to provide timely advice on a number of topics. On occasion, these ad-hoc committees include public workshops and meetings to gather input. One example of such a process was when the SMART Board decided to conduct workshops rather than create a Board Ad-Hoc Vehicle Advisory Committee. Public workshops and meetings were held to gather input regarding such issues as seating configurations, bicycle storage and other on-board amenities. A similar workshop process was created regarding input on stations. In order to encourage broad public participation on station design issues, SMART scheduled a series of public workshops in every community along the rail corridor to solicit input regarding the project's 15 rail stations.

Language Assistance Measures

There are numerous language assistance measures available to LEP persons, including both oral and written language services. There are also ways in which SMART staff may respond to LEP persons, whether in person, by telephone or in writing. These include:

- Post the SMART Title VI Program Statement and LEP Plan on the agency website, www.sonomamarintrain.org, in English and Spanish.
- All public construction information meetings have a staff English-Spanish language translator on site;
- All information flyers, door hangers and letters to the public include Spanish Language translations;
- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on SMART programs and services, including Community Action Partnership of Sonoma County and Los Cien;
- Provide a bilingual SMART staff at community events, public hearings and Board of Directors meetings;
- Provide bilingual recorded announcements;
- Placement of statements in notices and publications that interpreter services are available for these meetings, with seven day advance notice;
- Provide Language Identification Flashcards at the SMART administrative offices;
- Provide group travel training to LEP persons with the assistance of bilingual staff;
- Include language "Spanish a plus" on transit operator recruitment flyers and onboard recruitment posters;

- When an interpreter is needed, for a language other than Spanish, in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers. A list of volunteers will need to be developed, including services provided by on-demand phone translation vendors.

Staff Training

Title VI Program and language access training will be provided to SMART administrative and operations staff and may include the following:

Information on the SMART Title VI Procedures and LEP responsibilities

Description of language assistance services offered to the public

Use of Language Identification Flashcards

Documentation of language assistance requests

Use of phone translation services

How to handle a potential Title VI/LEP complaint

Outreach Techniques

When staff prepares a document or schedules a meeting where the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in the language of the known LEP population(s). Interpreters will be available as needed.

When presenting information at a public meeting, SMART makes available a Spanish Language translator upon request. All information flyers, door hangers and letters to the public include attached Spanish Language translation in the primary distribution format.

Monitoring and Updating the LEP Plan

SMART will update the LEP periodically as required by U.S. DOT. When revenue rail service begins in late 2016, or when it is clear that higher concentrations of LEP individuals are present in the SMART service area, SMART may update the LEP. The update may include information regarding the following:

The number of documented LEP person contacts encountered annually;

How the needs of LEP persons have been addressed;

The current LEP population in the SMART service area;

If the need for translation services has changed;

If local language assistance programs have been effective and sufficient to meet the need;

If SMART's financial resources are sufficient to fund the language assistance resources needed;

A possible survey of train operators and other front-line staff, like dispatchers, administrative assistants and planners, on their experience concerning any contacts with LEP persons;

The extent to which SMART has complied with the goals of this LEP Plan;

If complaints have been received concerning SMART's failure to meet the needs of LEP individuals.

Dissemination of the SMART LEP Plan

A link to the SMART LEP Plan and the Title VI Program Statement and Procedures will be included on the SMART website at www.sonomamarintrain.org. Any person or agency with internet access will be able to access and download the plan from the SMART website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, or in person and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan to be provided in alternative languages and SMART will endeavor to fulfill those requests.

Additional Information

Questions or comments regarding the LEP Plan may be submitted to the following listed below:

By mail or in person:

SMART
Attn: Title VI Coordinator
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Telephone: (707) 794-3330

Email: info@sonomamarintrain.org. For Title VI complaints, please include "Title VI Complaint" in the subject line.

Fax: (707) 794-3037, attention Title VI Coordinator

APPENDIX E

Demographic Profile & Travel Patterns

This section identifies and analyses populations that are likely to be influenced by the transit system. This section first identifies populations via maps and tables.

Requirement to Collect and Report Demographic Data

SMART is located in two Urbanized Areas, Santa Rosa UZA (308,231) and San Francisco-Oakland UZA (3,281,212). Although SMART does not operate more than 50 fixed route vehicles in a peak period, following chapter IV of the FTA 4702.1B circular, SMART has prepared the following demographic and service profile maps and charts using 2010 Census data for minority, Hispanic or Latino, and low income populations. These requirements include:

Type of Map Required	Location
A base map of SMART's service area that overlays Census tracts with transit facilities (transit routes, fixed guideway alignments, transit stops and stations, depots, maintenance and garage facilities, and administrative buildings) as well as major activity centers or transit trip generators, and major streets and highways. Major activity centers and transit trip generators can include, but are not necessarily limited to, the central business district, outlying high employment areas, schools, and hospitals. This map shall overlay Census tract, block or block group data depicting minority populations with fixed transit facilities, such as bus shelters, transit stations, and fixed guideways. Another map shall highlight those transit facilities that were recently replaced, improved or are scheduled (projects identified in planning documents) for an update in the next five years.	Figures 4 and 5, page 31 and 32.
A demographic map that shades Census tracts where the percentage of the minority and Hispanic or Latino population exceeds the average for minority population for the service area.	Figures 6-8, page 34-36
A demographic map that shades Census tracts where the percentage of the low income population exceeds the average for low income population for the service area.	Figures 9-14, page 43-48

The following tables show data for both counties that SMART serves, along with the average, where appropriate, for the combined service area. Further, data was also analyzed for those census tracts closest to the SMART transit facility and stations.

Figure 3. Census tract base map.

Census Tracts near SMART Rail Facility

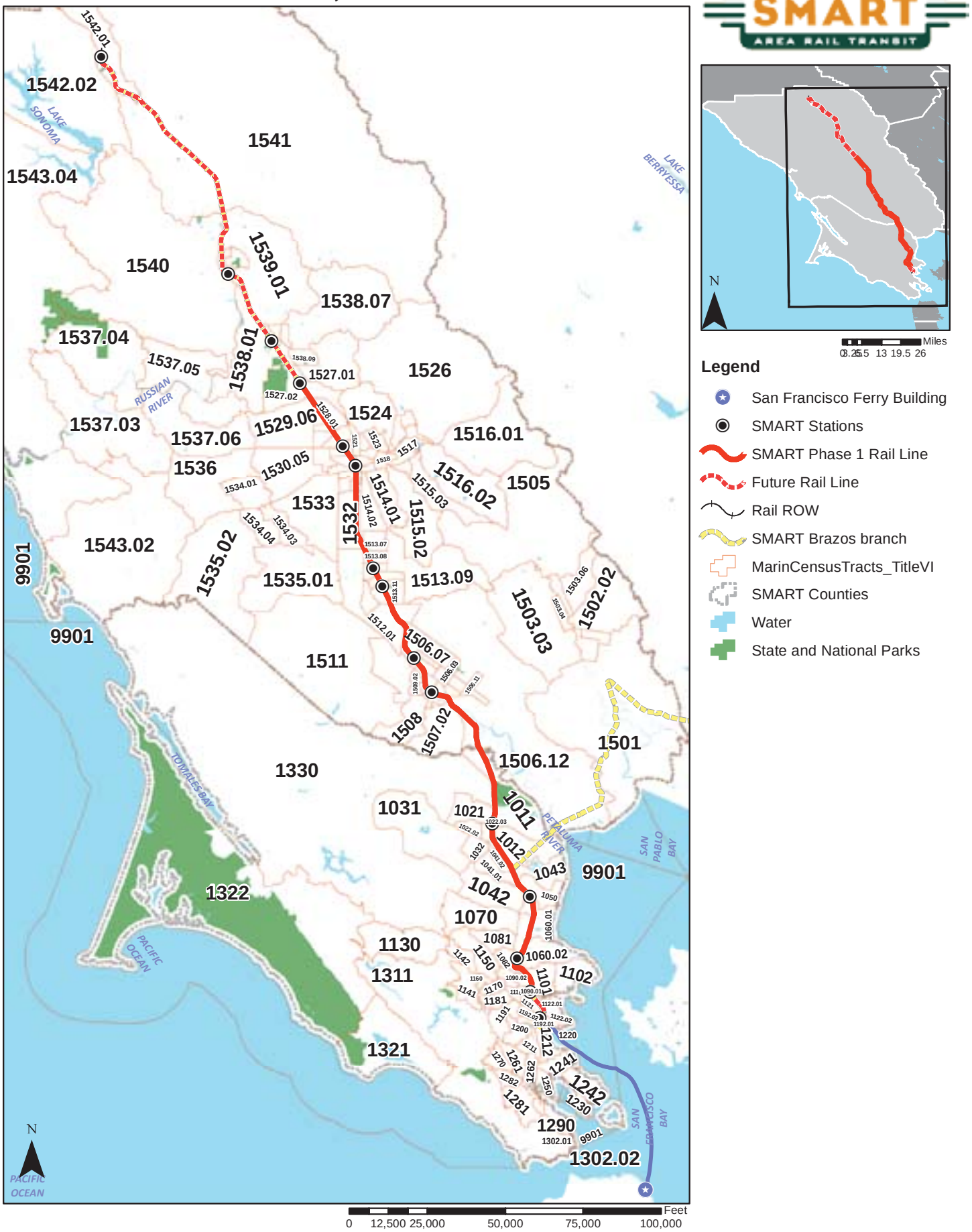
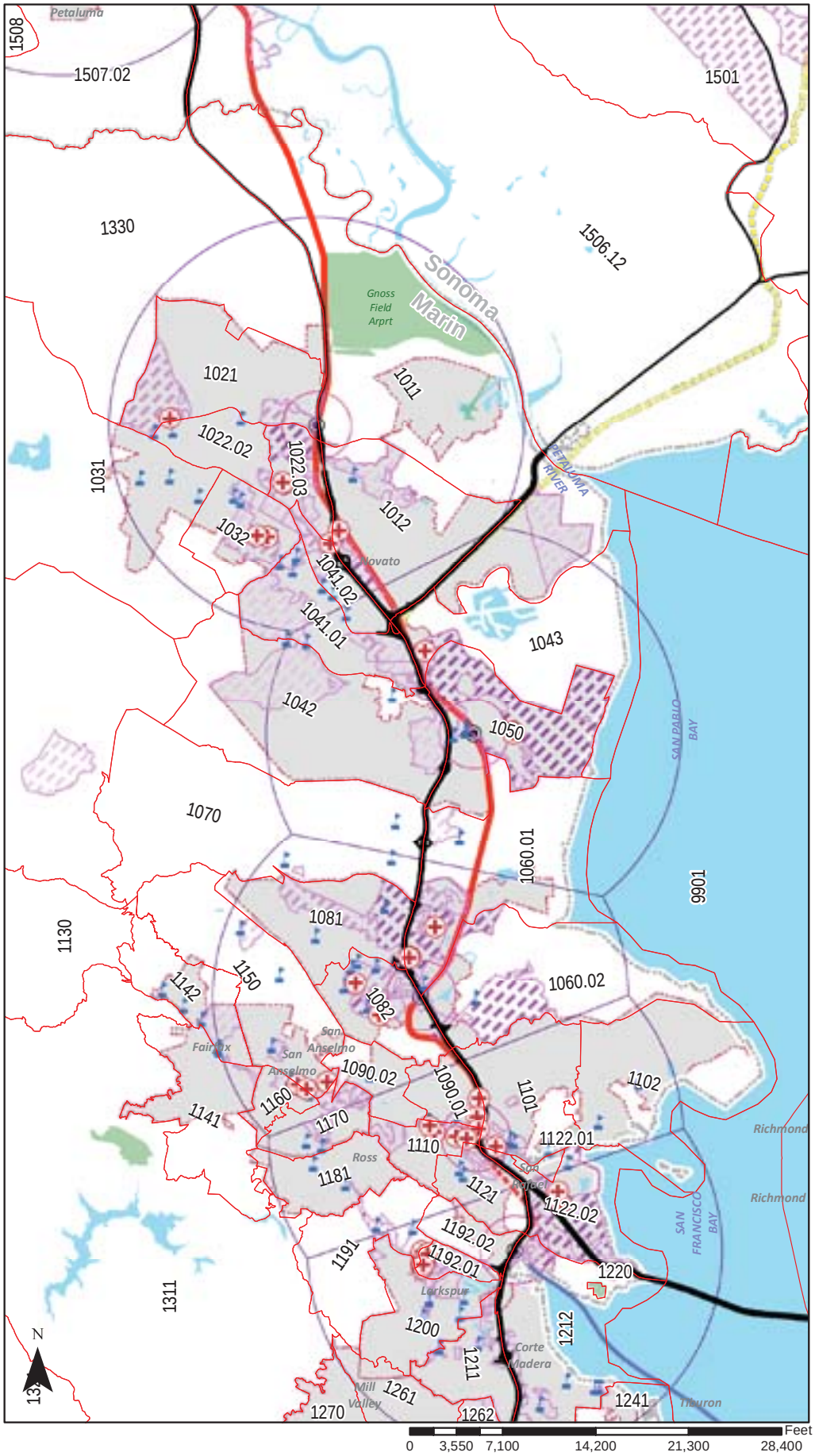


Figure 4. Marin County Activity Centers and Trip Generators.

Marin County Activity Centers & Trip Generators



Legend

2010 Census Tract Boundaries

- 2010 Census Tract Boundaries
- Hospitals
- Schools

2010_SonomaMarin_County_ro...

MTFCC

- Primary Roads
- Secondary Roads
- Ramps

Census Blocks with over 100 Jobs (2011)

- 101 - 256
- 257 - 527
- 528 - 958
- 959 - 1741
- 1742 - 4718
- SMART Stations
- SMART Phase 1 Rail Line
- Future Rail Line
- Rail ROW
- BrazosBranch
- 0.5 miles from Stations
- 3 miles from Stations
- SMART Counties
- State and National Parks
- Incorporated Cities

Figure 5. Sonoma County Activity Centers and Trip Generators.

Sonoma County Activity Centers & Trip Generators

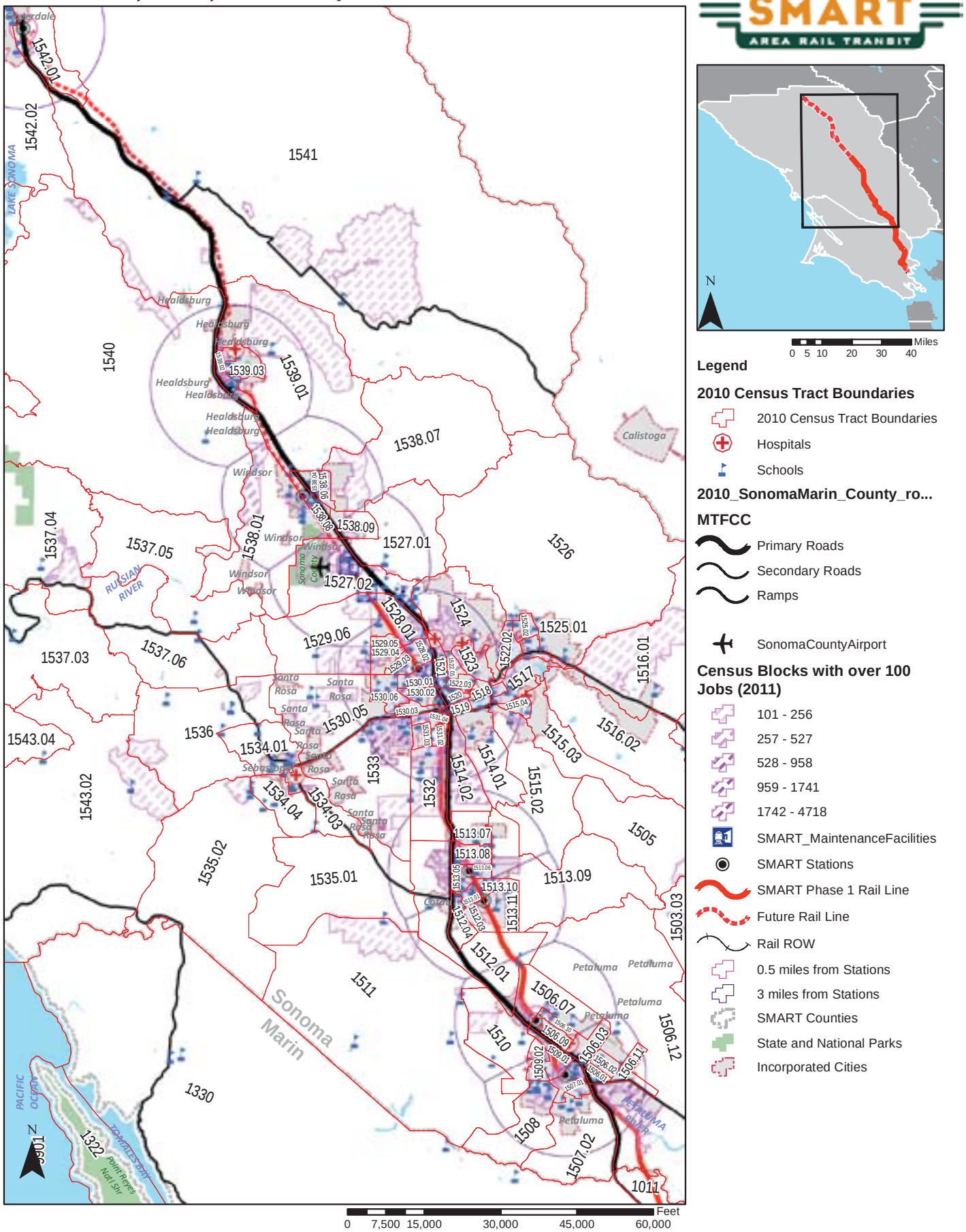


Table 10. Minority and Hispanic or Latino County and Service District Averages.

County	Number of Census Tracts	Total Population	Minority Population	Minority Percent	Hispanic or Latino population	Percent Hispanic or Latino
Marin County	56	252,409	52,379	20.8%	39,069	15.5%
Sonoma County	100	483,878	116,926	24.2%	120,430	24.9%
Total/thresholds	156	736,287	169,305	23.0%	159,499	21.7%
Within 0.5 miles of Stations	51	246,424	66,317	26.9%	65,354	26.5%
Within 1 mile of Stations	80	393,833	106,615	27.1%	108,042	27.4%
Within 3 miles of Stations	119	590,951	147,907	25.0%	140,157	23.7%
Source: 2010 Census (DP_DPDP1)						

Demographic Data

The data in this section were obtained from the 2010 Census data products. Specifically, the new TIGER boundaries were utilized to map and delineate the census tract boundaries, and decennial census data and the American Community Survey (ACS) were accessed for demographic data. When SMART begins revenue services, on-board passenger surveys may supplement census demographic information.

Minority, Hispanic or Latino data

Minority persons include American Indian and Alaska Native, Asian, Black or African populations, Native Hawaiian and Other Pacific Islander, and Hispanic or Latino Populations. SMART staff identified those census tracts with populations of minority persons that exceed the average for the SMART service area, meaning the combined populations of the two counties.

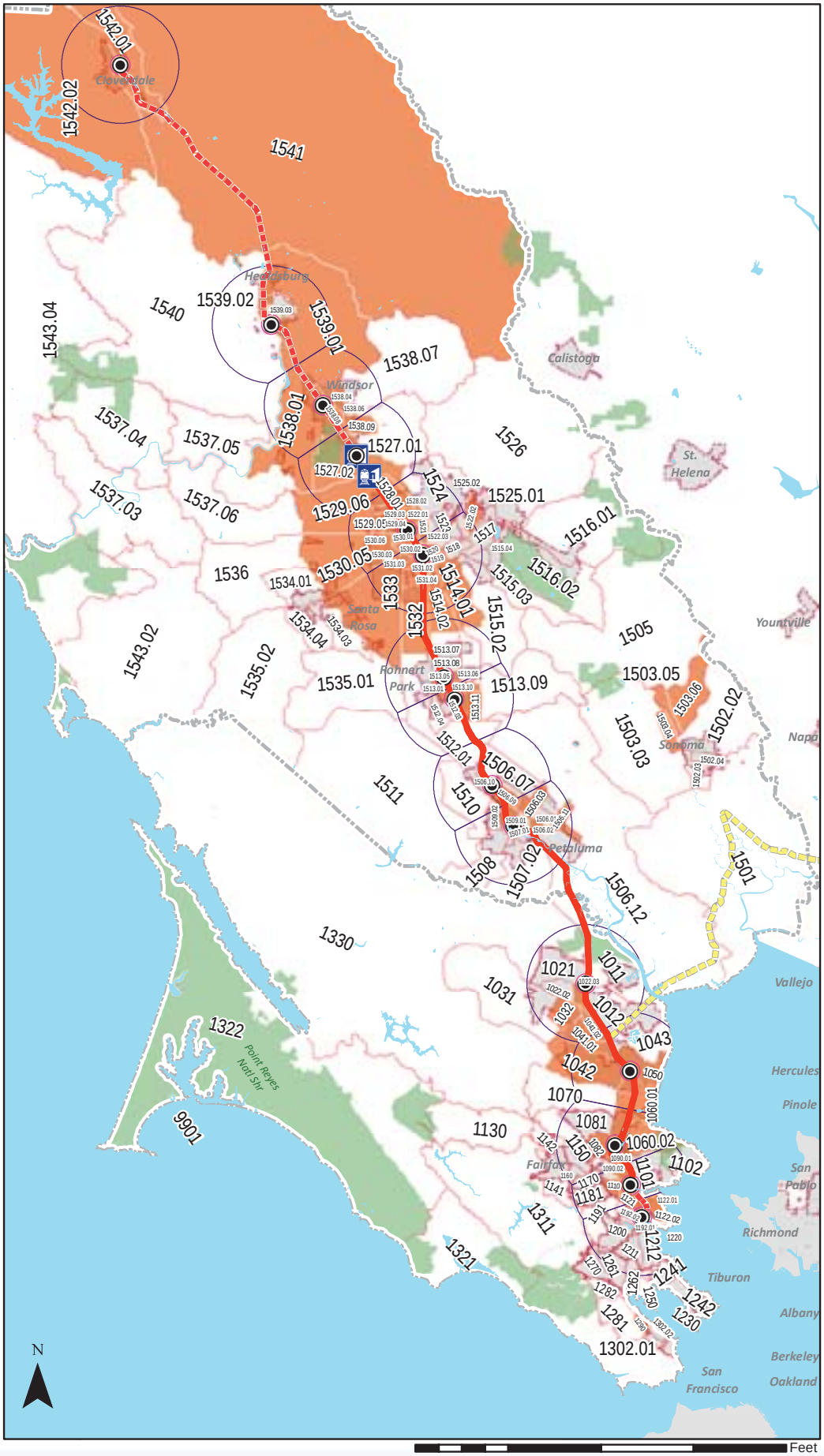
In the SMART transit District, there are 62 out of 156 total census tracts in which minority populations or Hispanic or Latino populations exceed the average minority population or average Hispanic or Latino populations in the SMART District. Of the 55 census tracts that have higher than average minority populations, 32 of these census tracts are within 0.5 miles of SMART rail stations, and 58 are within 3 miles of SMART stations, indicating that several above average minority or Hispanic or Latino population areas are directly served by SMART's transit service, and will benefit from the start of SMART's revenue service.

The following maps show by shading where census tracts with a higher than District average percentage of minority populations are located.

Every census tract in the SMART District is listed in table 9, with their percentage of minority and Hispanic or Latino populations. Where the percent of the minority population was greater than the 23% SMART District minority population average, the census tract was designated as a minority census tract. Those census tracts that had higher than a 21.7% population of Hispanic or Latino populations were designated as a Hispanic or Latino census tract.

Figure 6. Minority and Hispanic or Latino census tracts.

Minority or Hispanic and Latino Census Tracts



Legend

- SMART Stations
- SMART Maintenance Facilities
- SMART Phase 1 Rail Line
- Future Rail Line
- BrazosBranch
- 0.5 miles from Stations
- 3 miles from Stations
- SMART Counties
- State and National Parks

Minority or Hispanic Census Tract Greater than District Average

- Yes
- Incorporated Cities

Figure 7. Minority and Hispanic or Latino census tracts, Marin cities close to transit facility.

Marin County Minority or Hispanic and Latino Census Tracts

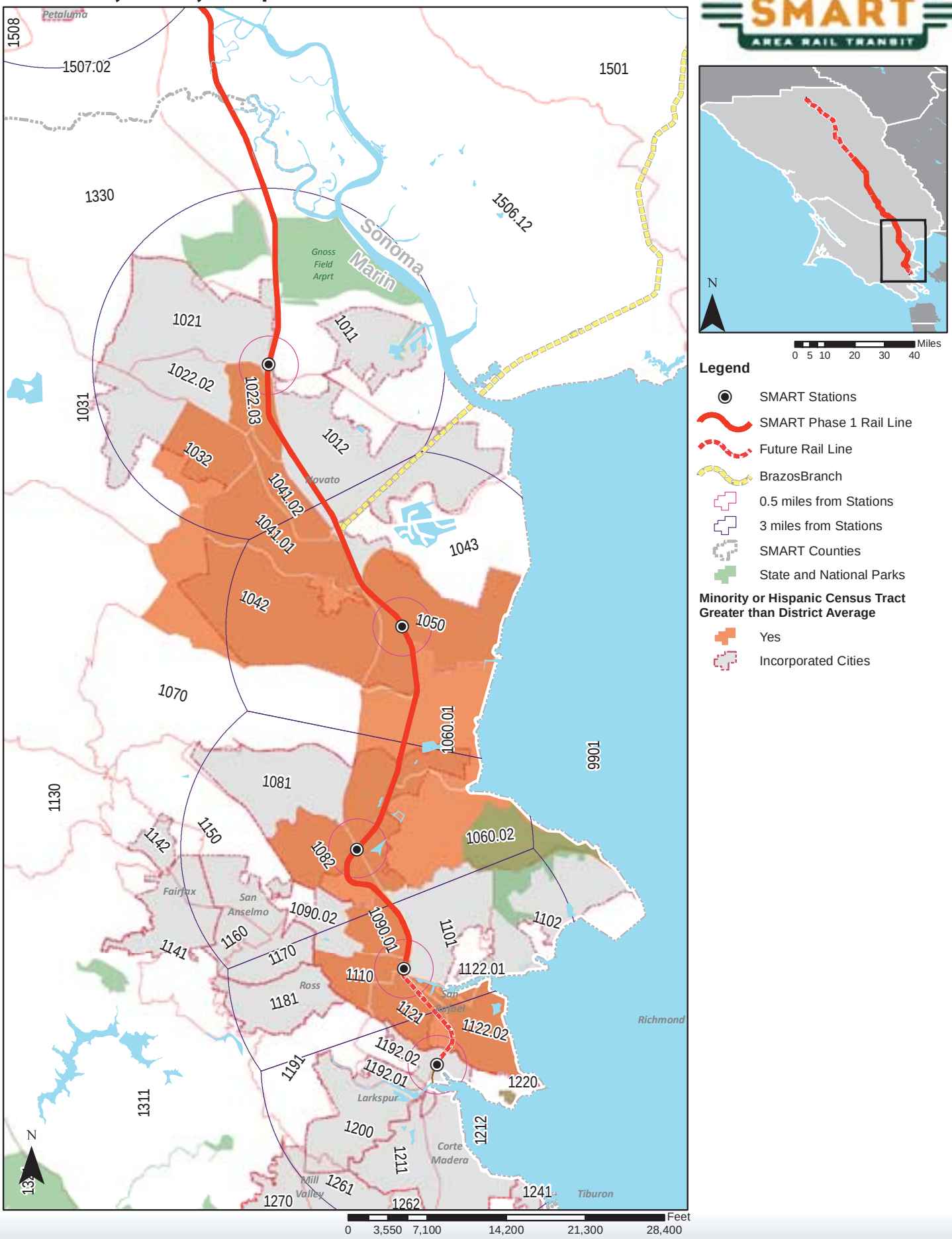
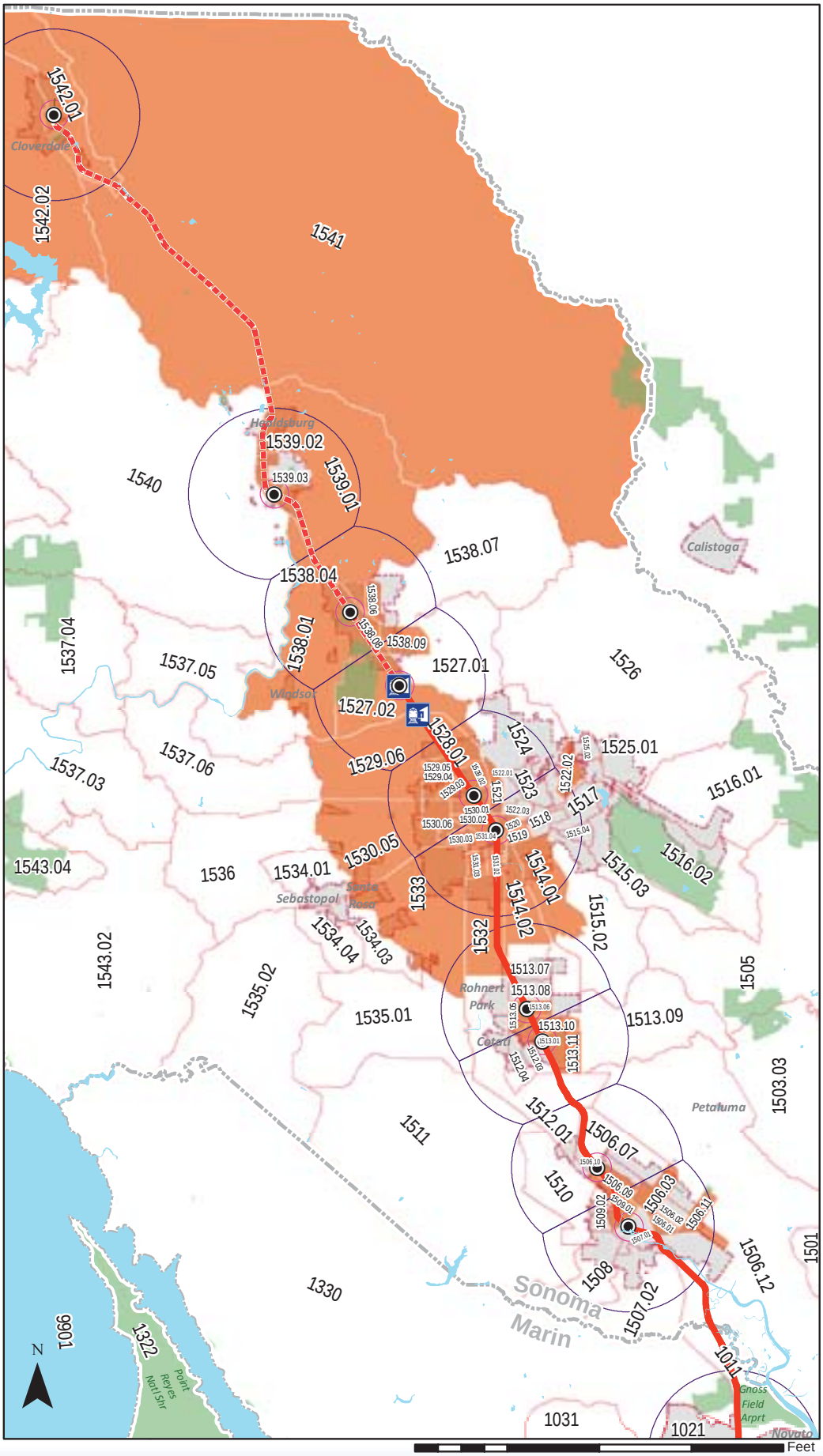


Figure 8. Minority and Hispanic or Latino census tracts, Sonoma cities close to transit facility.

Sonoma County Minority or Hispanic and Latino Census Tracts



Legend

- SMART Stations
- SMART Maintenance Facilities
- SMART Phase 1 Rail Line
- Future Rail Line
- 0.5 miles from Stations
- 3 miles from Stations
- SMART Counties
- State and National Parks

Minority or Hispanic Census Tract Greater than District Average

- Yes
- Incorporated Cities

N

0 8,500 17,000 34,000 51,000 68,000 Feet

Table 11. Minority and Hispanic or Latino census tracts.

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total population	Minority Population	Percent Minority	Hispanic or Latino (of any race) population	Percent Hispanic or Latino (of any race)	Minority or Hispanic/ Latino Tract?
Marin	1011	Yes	Yes	Yes	2,569	281	11%	176	7%	No
Marin	1012	Yes	Yes	Yes	2,682	489	18%	487	18%	No
Marin	1021	Yes	Yes	Yes	2,295	306	13%	204	9%	No
Marin	1022.02	No	Yes	Yes	5,885	1271	22%	1118	19%	No
Marin	1022.03	Yes	Yes	Yes	4,753	1478	31%	1580	33%	Yes
Marin	1031	No	No	Yes	7,168	859	12%	597	8%	No
Marin	1032	No	No	Yes	6,504	1633	25%	1364	21%	Yes
Marin	1041.01	No	Yes	Yes	7,819	1804	23%	1487	19%	Yes
Marin	1041.02	No	No	Yes	5,135	2019	39%	1759	34%	Yes
Marin	1042	Yes	Yes	Yes	5,722	1393	24%	1282	22%	Yes
Marin	1043	No	Yes	Yes	1,530	137	9%	91	6%	No
Marin	1050	Yes	Yes	Yes	6,590	2049	31%	1544	23%	Yes
Marin	1060.01	Yes	Yes	Yes	4,048	1022	25%	602	15%	Yes
Marin	1060.02	Yes	Yes	Yes	5,625	1413	25%	1144	20%	Yes
Marin	1070	No	No	Yes	6,142	899	15%	444	7%	No
Marin	1081	Yes	Yes	Yes	6,406	901	14%	435	7%	No
Marin	1082	Yes	Yes	Yes	6,836	1867	27%	1324	19%	Yes
Marin	1090.01	Yes	Yes	Yes	3,853	1341	35%	1198	31%	Yes
Marin	1090.02	No	Yes	Yes	3,956	443	11%	263	7%	No
Marin	1101	Yes	Yes	Yes	5,849	1273	22%	965	17%	No
Marin	1102	No	No	Yes	5,327	515	10%	219	4%	No
Marin	1110	Yes	Yes	Yes	5,852	1666	29%	1390	24%	Yes
Marin	1121	Yes	Yes	Yes	4,315	1181	27%	1127	26%	Yes
Marin	1122.01	No	Yes	Yes	7,809	4993	64%	7063	90%	Yes
Marin	1122.02	Yes	Yes	Yes	4,217	2234	53%	2591	61%	Yes
Marin	1130	No	No	No	3,656	333	9%	236	7%	No
Marin	1141	No	No	Yes	5,133	545	11%	305	6%	No
Marin	1142	No	No	Yes	3,087	367	12%	233	8%	No
Marin	1150	No	No	Yes	7,249	676	9%	357	5%	No
Marin	1160	No	No	Yes	3,070	270	9%	165	5%	No
Marin	1170	No	No	Yes	4,527	583	13%	274	6%	No
Marin	1181	No	No	Yes	2,407	150	6%	93	4%	No
Marin	1191	No	Yes	Yes	4,609	424	9%	233	5%	No
Marin	1192.01	Yes	Yes	Yes	3,288	638	19%	366	11%	No
Marin	1192.02	Yes	Yes	Yes	3,361	378	11%	117	4%	No
Marin	1200	Yes	Yes	Yes	6,027	621	10%	337	6%	No
Marin	1211	No	Yes	Yes	5,175	771	15%	479	9%	No
Marin	1212	Yes	Yes	Yes	5,601	1130	20%	513	9%	No
Marin	1220	No	No	Yes	4,854	2954	61%	958	20%	Yes
Marin	1230	No	No	No	2,074	130	6%	72	4%	No

Table 11. Minority and Hispanic or Latino census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total population	Minority Population	Percent Minority	Hispanic or Latino (of any race) population	Percent Hispanic or Latino (of any race)	Minority or Hispanic/ Latino Tract?
Marin	1241	No	No	Yes	5,441	714	13%	289	5%	No
Marin	1242	No	No	No	5,626	693	12%	250	4%	No
Marin	1250	No	No	No	4,262	935	22%	265	6%	No
Marin	1261	No	No	Yes	5,808	515	9%	232	4%	No
Marin	1262	No	No	Yes	4,249	767	18%	243	6%	No
Marin	1270	No	No	Yes	4,579	438	10%	201	4%	No
Marin	1281	No	No	No	6,505	896	14%	342	5%	No
Marin	1282	No	No	No	4,582	518	11%	211	5%	No
Marin	1290	No	No	No	2,359	1673	71%	346	15%	Yes
Marin	1302.01	No	No	No	3,191	300	9%	133	4%	No
Marin	1302.02	No	No	No	4,453	423	10%	171	4%	No
Marin	1311	No	No	Yes	1,038	142	14%	68	7%	No
Marin	1321	No	No	No	2,311	285	12%	293	13%	No
Marin	1322	No	No	No	1,774	228	13%	262	15%	No
Marin	1330	No	Yes	Yes	3,226	415	13%	571	18%	No
Sonoma	1501	No	No	No	2,322	309	13%	385	17%	No
Sonoma	1502.02	No	No	No	5,103	698	14%	882	17%	No
Sonoma	1502.03	No	No	No	4,505	518	12%	625	14%	No
Sonoma	1502.04	No	No	No	3,678	517	14%	529	14%	No
Sonoma	1503.03	No	No	No	4,170	372	9%	386	9%	No
Sonoma	1503.04	No	No	No	6,158	1697	28%	2472	40%	Yes
Sonoma	1503.05	No	No	No	5,282	2079	39%	3186	60%	Yes
Sonoma	1503.06	No	No	No	4,107	910	22%	1497	36%	Yes
Sonoma	1505	No	No	No	5,283	672	13%	618	12%	No
Sonoma	1506.01	No	Yes	Yes	4,089	1209	30%	1345	33%	Yes
Sonoma	1506.02	No	No	Yes	4,307	835	19%	843	20%	No
Sonoma	1506.03	No	Yes	Yes	7,249	1824	25%	2387	33%	Yes
Sonoma	1506.07	Yes	Yes	Yes	5,369	1087	20%	758	14%	No
Sonoma	1506.09	Yes	Yes	Yes	4,465	932	21%	1090	24%	Yes
Sonoma	1506.10	Yes	Yes	Yes	4,004	734	18%	688	17%	No
Sonoma	1506.11	No	No	Yes	4,067	1188	29%	1272	31%	Yes
Sonoma	1506.12	No	Yes	Yes	4,325	789	18%	667	15%	No
Sonoma	1507.01	Yes	Yes	Yes	4,609	913	20%	925	20%	No
Sonoma	1507.02	No	Yes	Yes	4,552	456	10%	340	8%	No
Sonoma	1508	No	Yes	Yes	4,994	731	15%	737	15%	No
Sonoma	1509.01	Yes	Yes	Yes	4,904	1126	23%	1519	31%	Yes
Sonoma	1509.02	No	Yes	Yes	3,350	382	11%	331	10%	No
Sonoma	1510	Yes	Yes	Yes	3,483	473	14%	514	15%	No
Sonoma	1511	No	No	Yes	5,151	680	13%	747	15%	No

Table 11. Minority and Hispanic or Latino census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total population	Minority Population	Percent Minority	Hispanic or Latino (of any race) population	Percent Hispanic or Latino (of any race)	Minority or Hispanic/ Latino Tract?
Sonoma	1512.01	No	Yes	Yes	6,855	1377	20%	1347	20%	No
Sonoma	1512.03	Yes	Yes	Yes	5,130	944	18%	947	19%	No
Sonoma	1512.04	No	Yes	Yes	3,413	724	21%	635	19%	No
Sonoma	1513.01	Yes	Yes	Yes	4,587	1280	28%	1469	32%	Yes
Sonoma	1513.05	Yes	Yes	Yes	5,405	1838	34%	1948	36%	Yes
Sonoma	1513.06	Yes	Yes	Yes	3,636	882	24%	702	19%	Yes
Sonoma	1513.07	No	Yes	Yes	5,174	1068	21%	792	15%	No
Sonoma	1513.08	Yes	Yes	Yes	4,796	890	19%	695	15%	No
Sonoma	1513.09	No	Yes	Yes	4,865	887	18%	735	15%	No
Sonoma	1513.10	Yes	Yes	Yes	6,143	1536	25%	1018	17%	Yes
Sonoma	1513.11	Yes	Yes	Yes	6,382	1479	23%	1044	16%	Yes
Sonoma	1514.01	No	Yes	Yes	7,306	3250	45%	3726	51%	Yes
Sonoma	1514.02	No	Yes	Yes	9,177	3876	42%	4538	49%	Yes
Sonoma	1515.02	No	No	Yes	6,591	1137	17%	870	13%	No
Sonoma	1515.03	No	No	No	3,572	291	8%	175	5%	No
Sonoma	1515.04	No	No	Yes	3,563	501	14%	386	11%	No
Sonoma	1516.01	No	No	No	2,901	141	5%	168	6%	No
Sonoma	1516.02	No	No	No	3,324	159	5%	102	3%	No
Sonoma	1517	No	No	Yes	6,978	1570	23%	1257	18%	No
Sonoma	1518	No	No	Yes	5,219	781	15%	624	12%	No
Sonoma	1519	Yes	Yes	Yes	3,158	842	27%	788	25%	Yes
Sonoma	1520	Yes	Yes	Yes	2,079	577	28%	540	26%	Yes
Sonoma	1521	No	Yes	Yes	3,004	794	26%	683	23%	Yes
Sonoma	1522.01	No	Yes	Yes	3,846	880	23%	704	18%	No
Sonoma	1522.02	No	No	Yes	6,763	1596	24%	1211	18%	Yes
Sonoma	1522.03	No	Yes	Yes	3,527	503	14%	416	12%	No
Sonoma	1523	No	No	Yes	4,329	349	8%	274	6%	No
Sonoma	1524	No	No	Yes	10,001	1426	14%	667	7%	No
Sonoma	1525.01	No	No	Yes	4,178	894	21%	703	17%	No
Sonoma	1525.02	No	No	No	3,603	702	20%	565	16%	No
Sonoma	1526	No	No	No	8,365	994	12%	599	7%	No
Sonoma	1527.01	Yes	Yes	Yes	5,271	1123	21%	1081	21%	No
Sonoma	1527.02	Yes	Yes	Yes	5,242	1151	22%	1234	24%	Yes
Sonoma	1528.01	No	Yes	Yes	5,547	1397	25%	1166	21%	Yes
Sonoma	1528.02	Yes	Yes	Yes	6,807	2833	42%	2945	43%	Yes
Sonoma	1529.03	Yes	Yes	Yes	5,114	2736	54%	2696	53%	Yes
Sonoma	1529.04	No	Yes	Yes	5,095	1308	26%	1233	24%	Yes
Sonoma	1529.05	No	No	Yes	4,037	1293	32%	1092	27%	Yes
Sonoma	1529.06	No	No	Yes	5,234	1331	25%	1023	20%	Yes

Table 11. Minority and Hispanic or Latino census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total population	Minority Population	Percent Minority	Hispanic or Latino (of any race) population	Percent Hispanic or Latino (of any race)	Minority or Hispanic/ Latino Tract?
Sonoma	1530.01	Yes	Yes	Yes	6,594	2847	43%	2818	43%	Yes
Sonoma	1530.02	Yes	Yes	Yes	6,827	2803	41%	3629	53%	Yes
Sonoma	1530.03	Yes	Yes	Yes	5,502	2161	39%	2318	42%	Yes
Sonoma	1530.05	No	No	Yes	6,669	1730	26%	1631	25%	Yes
Sonoma	1530.06	No	Yes	Yes	7,286	2202	30%	2116	29%	Yes
Sonoma	1531.02	No	Yes	Yes	5,742	3125	54%	3814	66%	Yes
Sonoma	1531.03	No	Yes	Yes	4,716	2453	52%	2791	59%	Yes
Sonoma	1531.04	Yes	Yes	Yes	4,046	2105	52%	2638	65%	Yes
Sonoma	1532	No	No	Yes	7,522	3693	49%	3702	49%	Yes
Sonoma	1533	No	No	Yes	11,010	4840	44%	4173	38%	Yes
Sonoma	1534.01	No	No	No	6,131	733	12%	758	12%	No
Sonoma	1534.03	No	No	No	3,840	408	11%	342	9%	No
Sonoma	1534.04	No	No	No	4,011	422	11%	382	10%	No
Sonoma	1535.01	No	No	Yes	4,319	473	11%	471	11%	No
Sonoma	1535.02	No	No	No	3,684	409	11%	379	10%	No
Sonoma	1536	No	No	No	5,327	658	12%	757	14%	No
Sonoma	1537.03	No	No	No	3,490	398	11%	267	8%	No
Sonoma	1537.04	No	No	No	3,728	544	15%	476	13%	No
Sonoma	1537.05	No	No	Yes	3,536	462	13%	399	11%	No
Sonoma	1537.06	No	No	No	4,092	429	11%	446	11%	No
Sonoma	1538.01	Yes	Yes	Yes	9,648	2990	31%	3460	36%	Yes
Sonoma	1538.04	Yes	Yes	Yes	3,239	735	23%	872	27%	Yes
Sonoma	1538.06	No	Yes	Yes	3,288	805	25%	880	27%	Yes
Sonoma	1538.07	No	No	Yes	3,861	550	14%	617	16%	No
Sonoma	1538.08	Yes	Yes	Yes	4,251	1354	32%	1843	43%	Yes
Sonoma	1538.09	No	No	Yes	4,336	1162	27%	1248	29%	Yes
Sonoma	1539.01	Yes	Yes	Yes	5,421	1228	23%	1401	26%	Yes
Sonoma	1539.02	Yes	Yes	Yes	4,147	1644	40%	2065	50%	Yes
Sonoma	1539.03	Yes	Yes	Yes	3,760	539	14%	734	20%	No
Sonoma	1540	Yes	Yes	Yes	2,597	392	15%	470	18%	No
Sonoma	1541	No	No	Yes	3,729	755	20%	1104	30%	Yes
Sonoma	1542.01	Yes	Yes	Yes	3,925	1341	34%	1702	43%	Yes
Sonoma	1542.02	Yes	Yes	Yes	5,994	1141	19%	1421	24%	Yes
Sonoma	1543.02	No	No	No	3,747	419	11%	311	8%	No
Sonoma	1543.03	No	No	No	1,720	143	8%	159	9%	No
Sonoma	1543.04	No	No	No	2,400	362	15%	295	12%	No
Marin	9901	No	No	Yes	-	0	0%	0	0%	No
Sonoma	9901	No	No	No	-	0	0%	0	0%	No

Low Income data

A low-income person indicates a person whose median household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines. The 2015 HHS Poverty Guidelines are outlined in the table below:

Table 12. 2015 HHS Poverty Guidelines

Persons in Family	48 Contiguous States and D.C.	Alaska	Hawaii
1	$11,770	$14,720	$13,550
2	15,930	19,920	18,330
3	20,090	25,120	23,110
4	24,250	30,320	27,890
5	28,410	35,520	32,670
6	32,570	40,720	37,450
7	36,730	45,920	42,230
8	40,890	51,120	47,010
For each additional person, add	4,160	$5,200	$4,780

Source: Federal Register Notice, January 22, 2015; http://aspe.hhs.gov/poverty/

Table 13. Low Income and Poverty County thresholds.

County	Population Estimate	Population Below poverty level	Percent of Population below the Poverty Level	Total households	Median household income (dollars)	80% of Median Income - Low Income	50% of Median Income - Very Low Income
Marin County	241,149	16,796	7.0%	102,727	$89,268	$71,414	$44,634
Sonoma County	467,329	48,005	10.3%	184,033	$63,274	$50,619	$31,637
Total/thresholds	708,478	64,801	9.1%	286,760	n/a	n/a	n/a
Within 0.5 miles of Stations	216,127	18,916	8.8%	-	-	-	-
Within 1 mile of Stations	338,074	28,109	8.3%	-	-	-	-
Within 3 miles of Stations	526,731	44,907	8.5%	-	-	-	-

Source: American Community Survey 2010 (5YR_S1701, 5YR_DP03)

In addition to the HHS Poverty Guidelines, poverty thresholds as defined by the US Census, ACS data table S1701 that measures level of poverty by census tract, were utilized in addition to county median income thresholds. Further, to better understand where low income and below poverty populations may exist in the SMART District, where the median income was 80% of the county median income (low income), and 50% of the county median income for very low income populations was determined. In general, the median household income is higher in Marin and Sonoma Counties than in other counties. Staff compared median incomes in each county to their respective income thresholds.

In the SMART transit District, 35 of 156 census tracts are considered low or very low income census tracts based on the percentage of median income statistics for each county. Of the low and very low income census tracts, 20 census tracts are located within 0.5 miles of SMART stations, and 27 census tracts are located within 3 miles of SMART stations. In general, SMART transit stations serve the majority of census tracts with populations above the District average for low and very low incomes who will benefit from the start of SMART's revenue service.

The following maps show by shading where those census tracts with 80% and 50% of county median income and below poverty level populations are located.

Every census tract in the District is listed in table 14 following figure 14, with their percentage of below poverty level populations, and low income populations. Tracts with a higher percentage of population below the poverty level than the District average of 9.1% were noted as below poverty level census tracts in the table. There is no District average for median incomes for the combined counties, but it should be noted that the median income for Marin County is over $20,000 greater than the median income for Sonoma County, suggesting that if a District median income could be computed, more census tracts of low and very low income might be located in Sonoma County.

Figure 9. Below poverty level census tracts.

Below Poverty Census Tracts

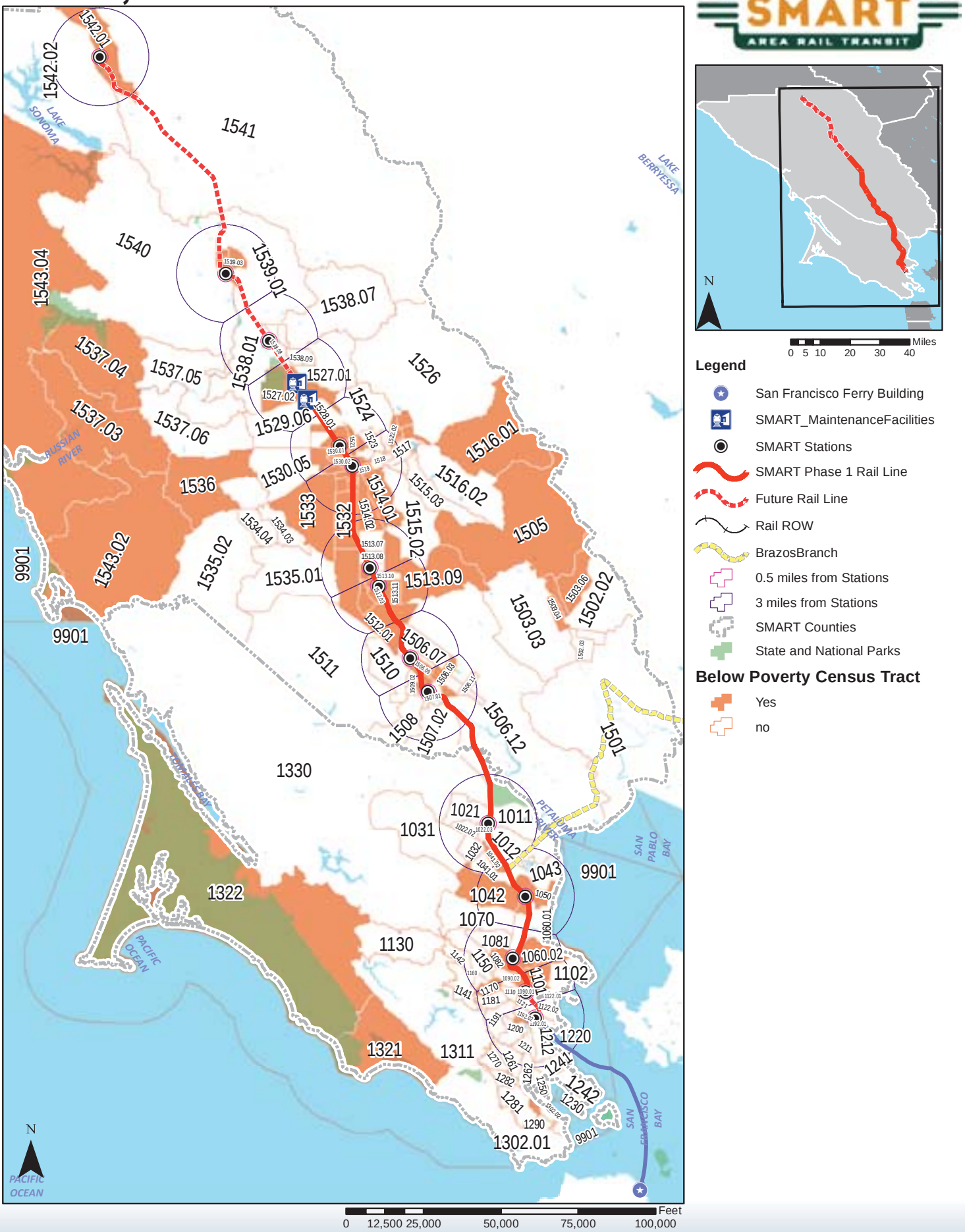


Figure 10. Below poverty level census tracts, , Marin cities close to transit facility.

Marin County Below Poverty Census Tracts

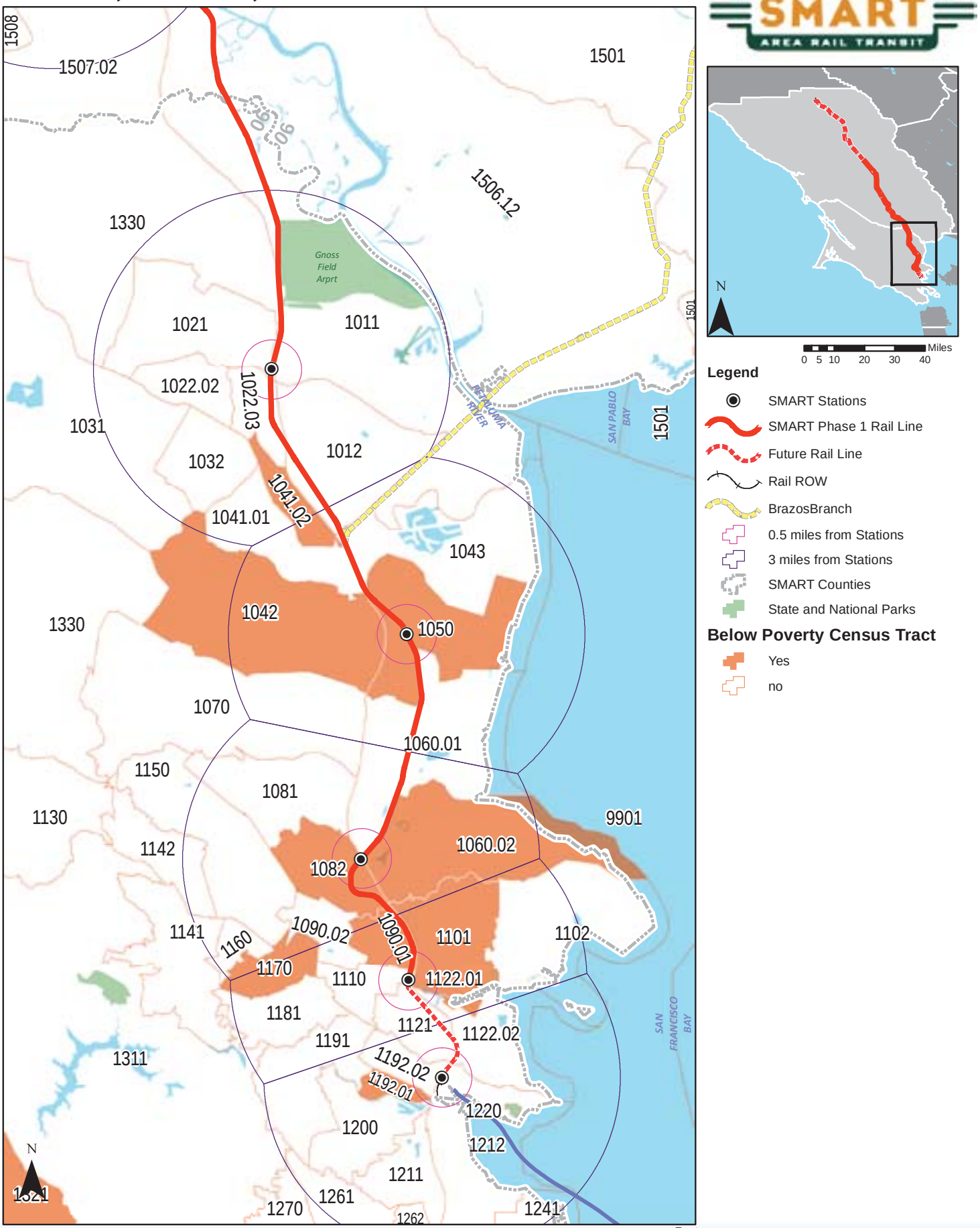


Figure 11. Below poverty level census tracts, Sonoma cities close to transit facility.

Sonoma County Below Poverty Census Tracts

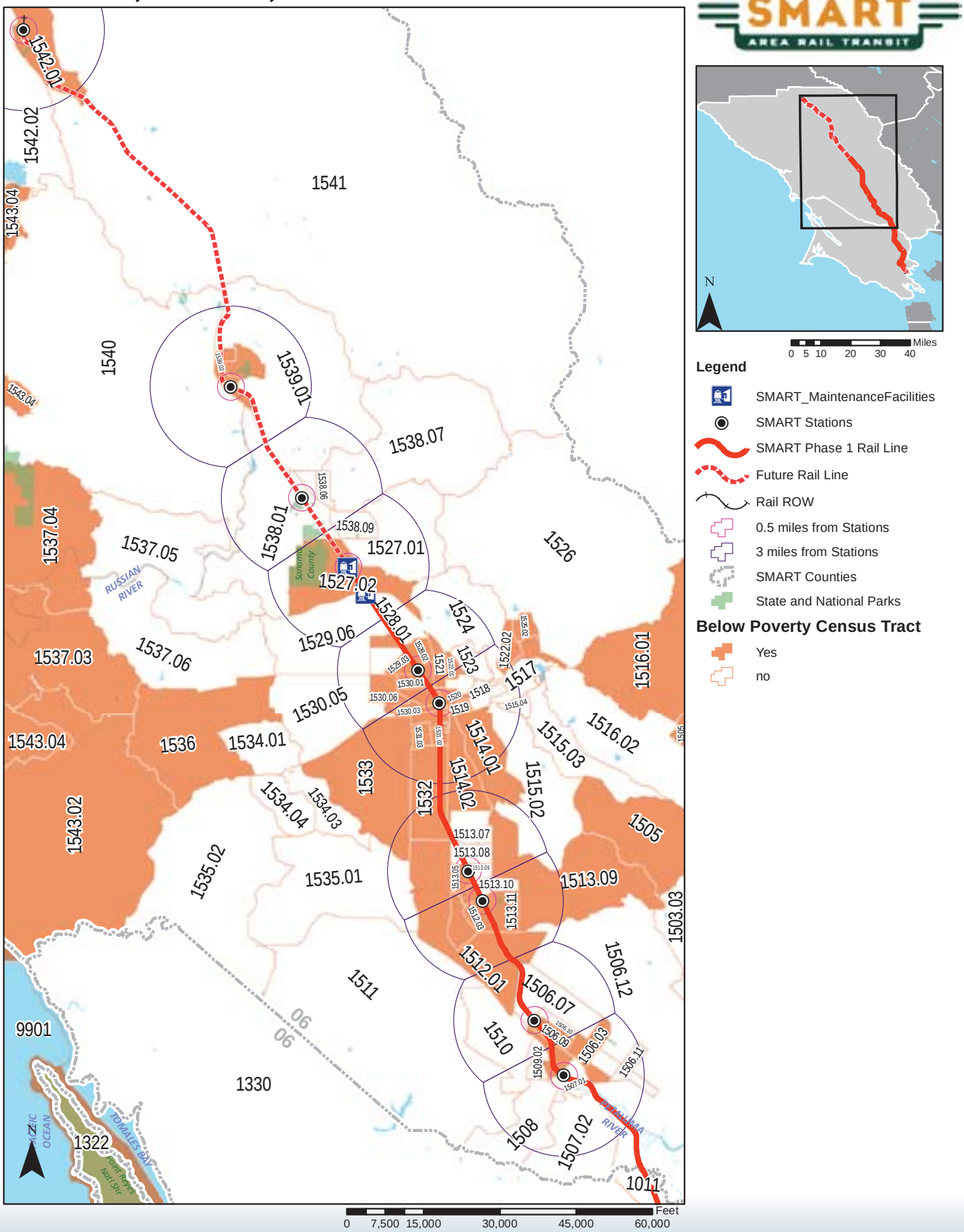
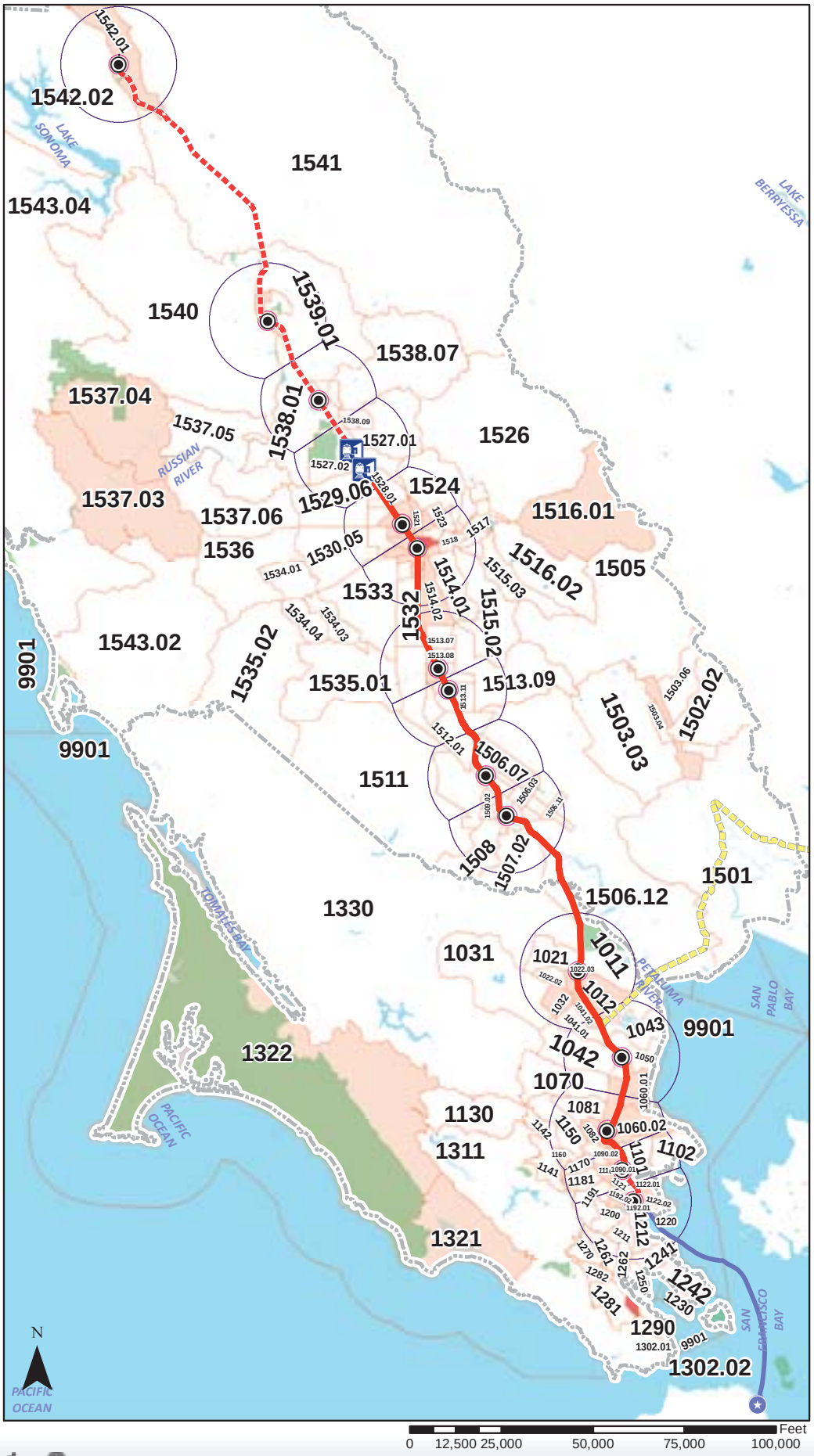
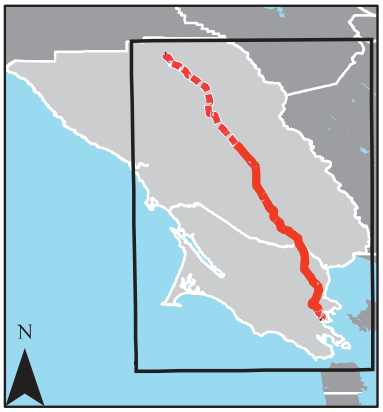


Figure 12. Low income census tracts.

Low & Very Low Income Census Tracts





Legend

- San Francisco Ferry Building
- SMART_MaintenanceFacilities
- SMART Stations
- SMART Phase 1 Rail Line
- Future Rail Line
- Rail ROW
- BrazosBranch
- 0.5 miles from Stations
- 3 miles from Stations
- SMART Counties
- State and National Parks

low and very low Census Tracts

- Low (80% of Median Income)
- Very Low (50% of Median Inocme)
- no

Figure 13. Low income census tracts, Marin cities close to transit facility.

Marin County Low & Very Low Income Census Tracts

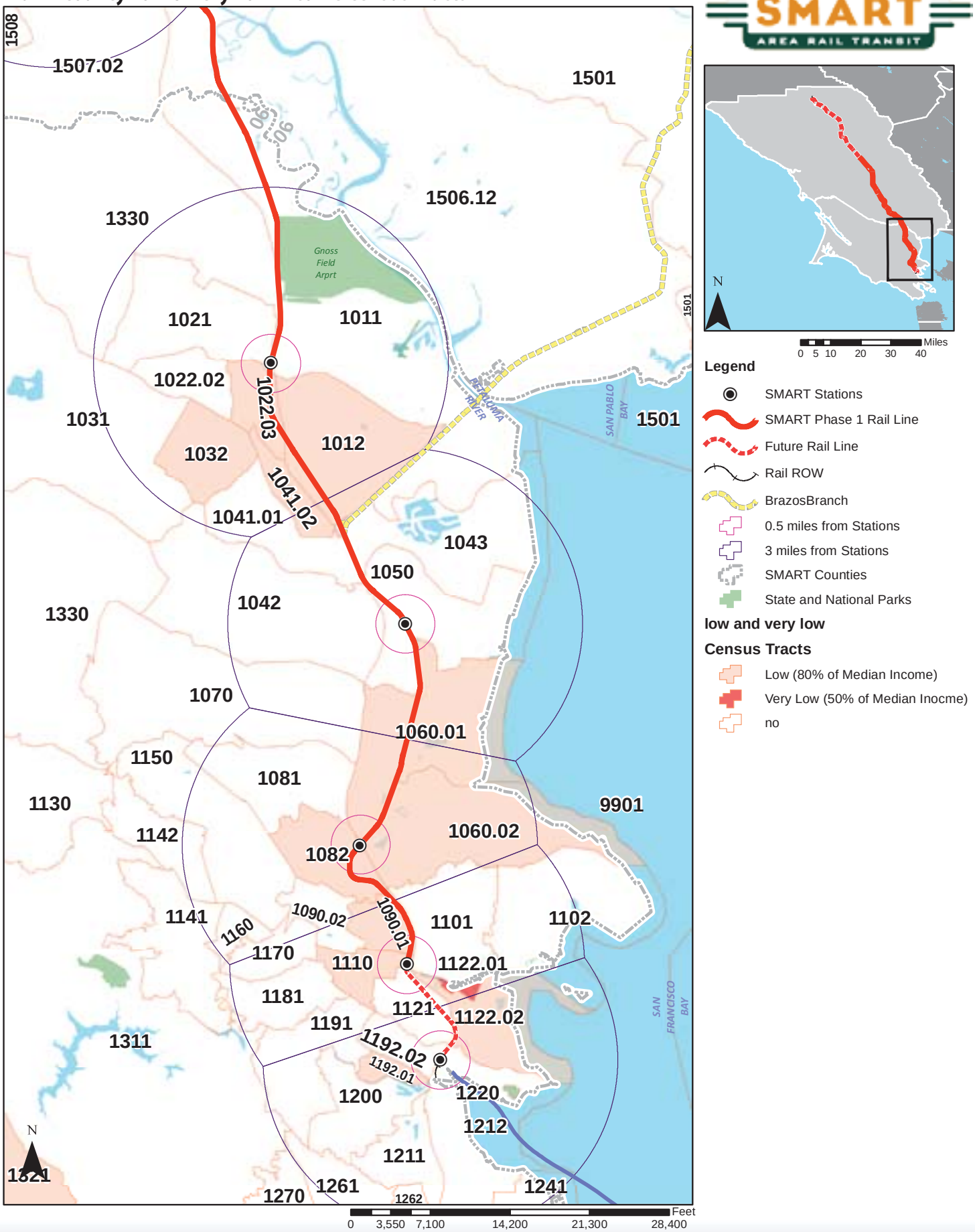
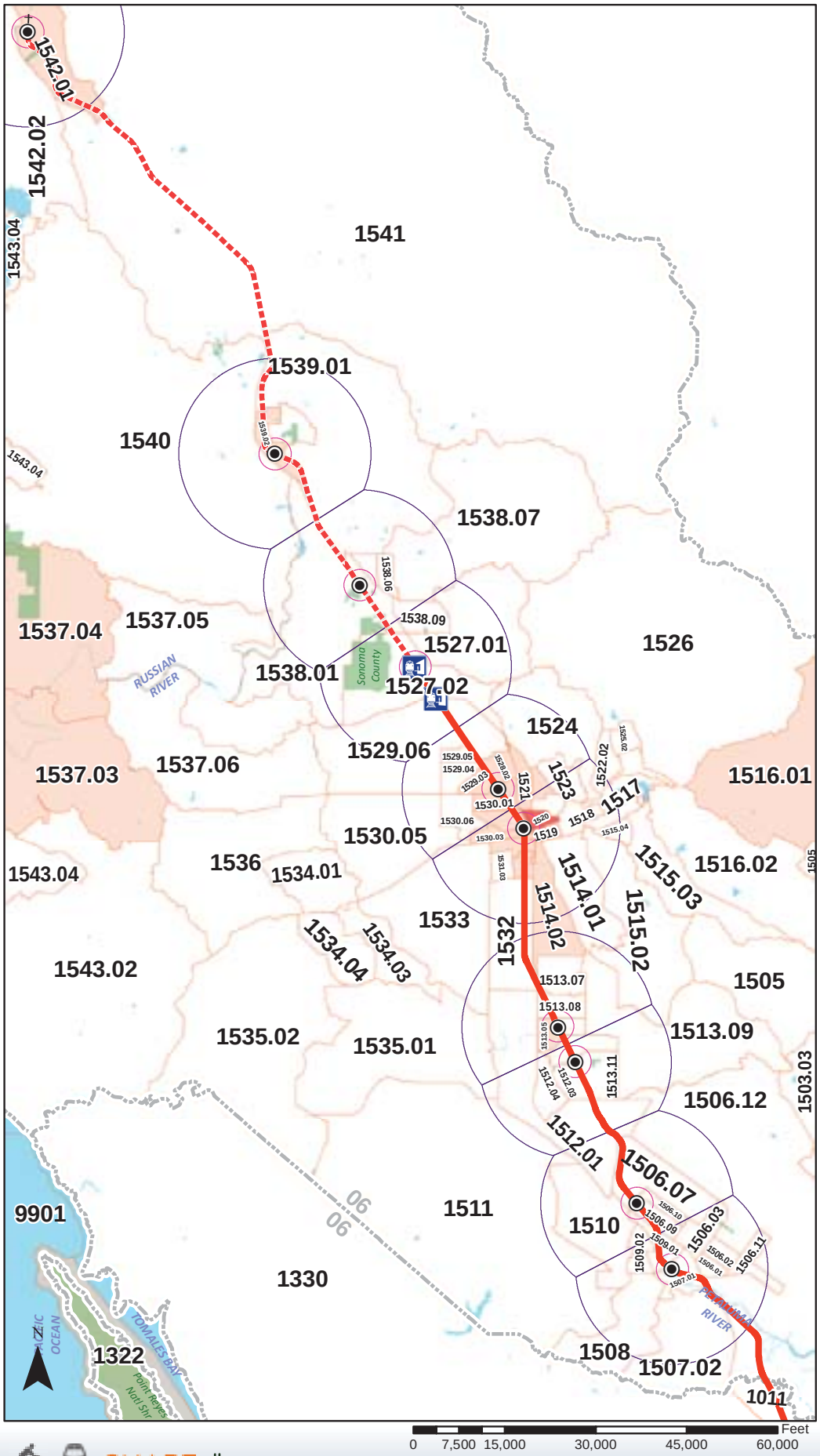
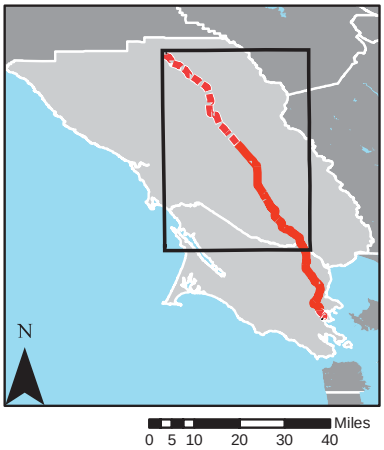


Figure 14. Low income census tracts, Sonoma cities close to transit facility.

Sonoma County Low & Very Low Income Census Tracts





Legend

- SMART_MaintenanceFacilities
- SMART Stations
- SMART Phase 1 Rail Line
- Future Rail Line
- Rail ROW
- 0.5 miles from Stations
- 3 miles from Stations
- SMART Counties
- State and National Parks

low and very low Census Tracts

- Low (80% of Median Income)
- no

0 7,500 15,000 30,000 45,000 60,000 Feet

Table 14. Low income census tracts.

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total Households	Median Household Income ($)	Low Income tract?	Population for whom poverty status is determined	Population Below poverty level	Percent below poverty level (Estimate)	Below Poverty Level Tract?
Marin	1011	Yes	Yes	Yes	962	118,359	no	2,823	238	8%	no
Marin	1012	Yes	Yes	Yes	984	64,389	Low	2,491	182	7%	no
Marin	1021	Yes	Yes	Yes	916	102,500	no	2,459	60	2%	no
Marin	1022.02	No	Yes	Yes	2,113	73,875	no	5,692	483	9%	no
Marin	1022.03	Yes	Yes	Yes	1,781	49,552	Low	4,234	285	7%	no
Marin	1031	No	No	Yes	2,584	102,039	no	7,490	108	7%	no
Marin	1032	No	No	Yes	2,512	70,938	Low	5,480	614	9%	no
Marin	1041.01	No	Yes	Yes	3,056	101,012	no	1,479	82	1%	no
Marin	1041.02	No	No	Yes	2,012	66,277	Low	6,030	625	10%	Yes
Marin	1042	Yes	Yes	Yes	2,432	83,219	no	3,737	199	11%	Yes
Marin	1043	No	Yes	Yes	637	102,639	no	5,809	539	6%	no
Marin	1050	Yes	Yes	Yes	2,397	75,495	no	6,566	273	10%	Yes
Marin	1060.01	Yes	Yes	Yes	2,156	68,275	Low	6,465	627	5%	no
Marin	1060.02	Yes	Yes	Yes	2,193	61,783	Low	3,688	367	9%	Yes
Marin	1070	No	No	Yes	2,506	109,636	no	3,955	68	4%	no
Marin	1081	Yes	Yes	Yes	2,634	100,167	no	5,300	286	4%	no
Marin	1082	Yes	Yes	Yes	2,952	68,207	Low	4,272	375	10%	Yes
Marin	1090.01	Yes	Yes	Yes	1,650	65,297	Low	7,220	2,038	10%	Yes
Marin	1090.02	No	Yes	Yes	1,825	93,880	no	3,600	304	2%	no
Marin	1101	Yes	Yes	Yes	2,394	90,102	no	3,250	385	14%	Yes
Marin	1102	No	No	Yes	2,285	135,670	no	3,447	72	3%	no
Marin	1110	Yes	Yes	Yes	2,762	66,058	Low	5,843	235	5%	no
Marin	1121	Yes	Yes	Yes	1,875	74,408	no	5,175	98	9%	no
Marin	1122.01	No	Yes	Yes	1,878	32,018	Very Low	5,679	142	28%	Yes
Marin	1122.02	Yes	Yes	Yes	1,310	46,289	Low	3,005	109	8%	no
Marin	1130	No	No	No	1,489	89,740	no	7,635	978	6%	no
Marin	1141	No	No	Yes	2,186	108,676	no	5,825	128	8%	no
Marin	1142	No	No	Yes	1,262	73,375	no	4,552	594	5%	no
Marin	1150	No	No	Yes	2,804	125,000	no	4,413	136	3%	no
Marin	1160	No	No	Yes	1,244	75,044	no	3,362	237	6%	no
Marin	1170	No	No	Yes	1,938	81,132	no	4,612	224	12%	Yes
Marin	1181	No	No	Yes	710	136,833	no	4,388	73	7%	no
Marin	1191	No	Yes	Yes	1,907	123,650	no	5,452	933	4%	no
Marin	1192.01	Yes	Yes	Yes	1,882	64,788	Low	8,985	868	12%	Yes
Marin	1192.02	Yes	Yes	Yes	1,296	123,333	no	6,919	624	2%	no
Marin	1200	Yes	Yes	Yes	2,803	90,605	no	2,555	467	4%	no
Marin	1211	No	Yes	Yes	2,390	101,442	no	1,990	815	2%	no
Marin	1212	Yes	Yes	Yes	2,596	90,053	no	1,929	488	3%	no
Marin	1220	No	No	Yes	-	-	no	3,508	207	0%	no
Marin	1230	No	No	No	931	132,446	no	5,153	798	1%	no

Table 14. Low income census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total Households	Median Household Income ($)	Low Income tract?	Population for whom poverty status is determined	Population Below poverty level	Percent below poverty level (Estimate)	Below Poverty Level Tract?
Marin	1241	No	No	Yes	2,130	116,719	no	6,306	1658	3%	no
Marin	1242	No	No	No	2,384	135,625	no	4,895	792	4%	no
Marin	1250	No	No	No	1,935	91,685	no	4,614	390	7%	no
Marin	1261	No	No	Yes	2,380	117,090	no	5,282	981	2%	no
Marin	1262	No	No	Yes	2,158	83,835	no	6,029	1,399	4%	no
Marin	1270	No	No	Yes	1,888	121,324	no	5,764	1,100	2%	no
Marin	1281	No	No	No	2,629	134,375	no	5,888	1,027	4%	no
Marin	1282	No	No	No	1,893	114,896	no	5,087	545	4%	no
Marin	1290	No	No	No	1,135	41,384	Very Low	3,665	461	33%	Yes
Marin	1302.01	No	No	No	2,068	102,167	no	6,555	1,263	5%	no
Marin	1302.02	No	No	No	2,636	92,500	no	9,399	546	8%	no
Marin	1311	No	No	Yes	398	90,816	no	3,227	54	3%	no
Marin	1321	No	No	No	772	69,000	Low	2,971	133	13%	Yes
Marin	1322	No	No	No	868	65,000	Low	3,948	333	10%	Yes
Marin	1330	No	Yes	Yes	1,209	88,036	no	5,671	415	4%	no
Sonoma	1501	No	No	No	1,115	76,203	no	4,001	601	4%	no
Sonoma	1502.02	No	No	No	2,314	68,614	no	3,447	333	6%	no
Sonoma	1502.03	No	No	No	2,128	49,548	Low	4,725	278	7%	no
Sonoma	1502.04	No	No	No	1,622	80,268	no	3,782	435	5%	no
Sonoma	1503.03	No	No	No	2,090	59,918	no	5,906	399	6%	no
Sonoma	1503.04	No	No	No	2,249	52,665	no	5,502	791	14%	Yes
Sonoma	1503.05	No	No	No	1,558	37,254	Low	7,353	512	25%	Yes
Sonoma	1503.06	No	No	No	1,554	74,313	no	6,094	529	10%	Yes
Sonoma	1505	No	No	No	1,852	66,091	no	4,923	489	17%	Yes
Sonoma	1506.01	No	Yes	Yes	1,314	72,500	no	6,322	272	11%	Yes
Sonoma	1506.02	No	No	Yes	1,519	72,009	no	5,656	153	8%	no
Sonoma	1506.03	No	Yes	Yes	2,662	57,465	no	4,149	228	13%	Yes
Sonoma	1506.07	Yes	Yes	Yes	1,845	101,395	no	5,263	403	2%	no
Sonoma	1506.09	Yes	Yes	Yes	1,903	59,561	no	2,791	133	13%	Yes
Sonoma	1506.10	Yes	Yes	Yes	1,417	100,899	no	7,295	219	3%	no
Sonoma	1506.11	No	No	Yes	1,271	85,787	no	2,883	172	7%	no
Sonoma	1506.12	No	Yes	Yes	1,621	102,679	no	4,299	515	5%	no
Sonoma	1507.01	Yes	Yes	Yes	2,034	59,375	no	2,002	134	5%	no
Sonoma	1507.02	No	Yes	Yes	1,721	87,026	no	4,872	185	2%	no
Sonoma	1508	No	Yes	Yes	1,881	68,638	no	-	0	7%	no
Sonoma	1509.01	Yes	Yes	Yes	1,857	55,662	no	2,141	30	14%	Yes
Sonoma	1509.02	No	Yes	Yes	1,337	95,139	no	5,226	168	8%	no
Sonoma	1510	Yes	Yes	Yes	1,482	79,875	no	5,497	238	3%	no
Sonoma	1511	No	No	Yes	1,693	66,767	no	3,993	293	5%	no
Sonoma	1512.01	No	Yes	Yes	2,725	53,552	no	5,946	98	11%	Yes

Table 14. Low income census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total Households	Median Household Income ($)	Low Income tract?	Population for whom poverty status is determined	Population Below poverty level	Percent below poverty level (Estimate)	Below Poverty Level Tract?
Sonoma	1512.03	Yes	Yes	Yes	2,173	64,896	no	4,256	170	9%	Yes
Sonoma	1512.04	No	Yes	Yes	1,585	61,141	no	4,055	85	10%	Yes
Sonoma	1513.01	Yes	Yes	Yes	1,599	55,888	no	6,310	251	19%	Yes
Sonoma	1513.05	Yes	Yes	Yes	2,294	43,618	Low	4,556	183	17%	Yes
Sonoma	1513.06	Yes	Yes	Yes	1,535	58,142	no	2,509	831	6%	no
Sonoma	1513.07	No	Yes	Yes	1,804	80,903	no	3,400	161	8%	no
Sonoma	1513.08	Yes	Yes	Yes	2,096	58,056	no	4,166	321	6%	no
Sonoma	1513.09	No	Yes	Yes	1,851	77,599	no	925	29	10%	Yes
Sonoma	1513.10	Yes	Yes	Yes	1,465	62,178	no	1,630	211	7%	no
Sonoma	1513.11	Yes	Yes	Yes	2,445	73,114	no	1,946	198	12%	Yes
Sonoma	1514.01	No	Yes	Yes	1,976	54,485	no	2,947	120	14%	Yes
Sonoma	1514.02	No	Yes	Yes	3,347	46,924	Low	4,719	277	10%	Yes
Sonoma	1515.02	No	No	Yes	3,039	59,422	no	4,365	313	9%	no
Sonoma	1515.03	No	No	No	1,463	122,011	no	3,482	162	2%	no
Sonoma	1515.04	No	No	Yes	1,352	70,300	no	4,119	236	7%	no
Sonoma	1516.01	No	No	No	1,673	49,050	Low	5,995	859	14%	Yes
Sonoma	1516.02	No	No	No	1,906	65,044	no	4,761	1198	4%	no
Sonoma	1517	No	No	Yes	2,911	57,686	no	4,029	396	8%	no
Sonoma	1518	No	No	Yes	2,081	56,875	no	4,787	819	9%	no
Sonoma	1519	Yes	Yes	Yes	1,295	44,970	Low	3,951	426	18%	Yes
Sonoma	1520	Yes	Yes	Yes	930	30,750	Very Low	4,582	376	41%	Yes
Sonoma	1521	No	Yes	Yes	930	40,208	Low	4,208	198	25%	Yes
Sonoma	1522.01	No	Yes	Yes	1,615	45,141	Low	4,318	307	22%	Yes
Sonoma	1522.02	No	No	Yes	2,875	56,639	no	4,562	641	16%	Yes
Sonoma	1522.03	No	Yes	Yes	1,785	58,505	no	3,190	242	6%	no
Sonoma	1523	No	No	Yes	1,965	63,147	no	3,764	115	5%	no
Sonoma	1524	No	No	Yes	4,051	116,103	no	4,467	242	3%	no
Sonoma	1525.01	No	No	Yes	1,629	59,219	no	6,681	710	13%	Yes
Sonoma	1525.02	No	No	No	1,518	65,500	no	5,198	486	11%	Yes
Sonoma	1526	No	No	No	3,138	105,294	no	3,552	343	4%	no
Sonoma	1527.01	Yes	Yes	Yes	1,988	82,202	no	4,566	856	9%	no
Sonoma	1527.02	Yes	Yes	Yes	2,000	56,304	no	3,535	221	16%	Yes
Sonoma	1528.01	No	Yes	Yes	1,969	61,114	no	4,796	388	9%	no
Sonoma	1528.02	Yes	Yes	Yes	2,674	36,637	Low	5,032	280	26%	Yes
Sonoma	1529.03	Yes	Yes	Yes	1,519	44,741	Low	5,029	479	16%	Yes
Sonoma	1529.04	No	Yes	Yes	1,877	70,938	no	3,540	245	5%	no
Sonoma	1529.05	No	No	Yes	1,480	62,576	no	6,235	736	13%	Yes
Sonoma	1529.06	No	No	Yes	1,723	77,443	no	6,317	885	9%	no
Sonoma	1530.01	Yes	Yes	Yes	2,274	40,559	Low	3,598	81	19%	Yes
Sonoma	1530.02	Yes	Yes	Yes	1,907	47,039	Low	3,121	211	23%	Yes

Table 14. Low income census tracts (con't).

County	Census Tract	Within 0.5 mi of a Station?	Within 1 mi of a Station?	Within 3 mi of a Station?	Total Households	Median Household Income ($)	Low Income tract?	Population for whom poverty status is determined	Population Below poverty level	Percent below poverty level (Estimate)	Below Poverty Level Tract?
Sonoma	1530.03	Yes	Yes	Yes	2,046	46,250	Low	2,697	363	19%	Yes
Sonoma	1530.05	No	No	Yes	2,470	77,027	no	3,406	148	8%	no
Sonoma	1530.06	No	Yes	Yes	2,706	62,292	no	6,701	548	11%	Yes
Sonoma	1531.02	No	Yes	Yes	1,404	49,738	Low	4,862	439	17%	Yes
Sonoma	1531.03	No	Yes	Yes	1,414	55,833	no	3,830	841	11%	Yes
Sonoma	1531.04	Yes	Yes	Yes	1,216	48,163	Low	7,311	1143	13%	Yes
Sonoma	1532	No	No	Yes	2,031	61,036	no	4,078	207	19%	Yes
Sonoma	1533	No	No	Yes	3,142	64,509	no	9,844	289	15%	Yes
Sonoma	1534.01	No	No	No	2,653	51,515	no	4,082	549	8%	no
Sonoma	1534.03	No	No	No	1,599	67,297	no	3,759	413	6%	no
Sonoma	1534.04	No	No	No	1,793	75,399	no	7,975	340	3%	no
Sonoma	1535.01	No	No	Yes	1,760	81,958	no	4,611	394	9%	no
Sonoma	1535.02	No	No	No	1,531	81,250	no	5,462	496	4%	no
Sonoma	1536	No	No	No	2,162	79,781	no	5,091	257	10%	Yes
Sonoma	1537.03	No	No	No	1,630	39,950	Low	3,392	426	14%	Yes
Sonoma	1537.04	No	No	No	2,034	42,212	Low	6,873	577	16%	Yes
Sonoma	1537.05	No	No	Yes	1,489	61,734	no	7,422	797	8%	no
Sonoma	1537.06	No	No	No	1,925	72,786	no	9,603	1463	5%	no
Sonoma	1538.01	Yes	Yes	Yes	3,144	75,134	no	6,081	504	6%	no
Sonoma	1538.04	Yes	Yes	Yes	1,033	83,324	no	3,581	205	2%	no
Sonoma	1538.06	No	Yes	Yes	1,190	66,304	no	4,270	134	5%	no
Sonoma	1538.07	No	No	Yes	1,339	101,875	no	4,216	369	2%	no
Sonoma	1538.08	Yes	Yes	Yes	1,516	55,100	no	3,957	149	8%	no
Sonoma	1538.09	No	No	Yes	1,429	68,878	no	5,426	529	8%	no
Sonoma	1539.01	Yes	Yes	Yes	2,329	67,446	no	3,149	435	7%	no
Sonoma	1539.02	Yes	Yes	Yes	1,468	42,449	Low	4,031	660	15%	Yes
Sonoma	1539.03	Yes	Yes	Yes	1,468	67,950	no	3,565	282	10%	Yes
Sonoma	1540	Yes	Yes	Yes	1,074	83,542	no	4,244	207	7%	no
Sonoma	1541	No	No	Yes	1,580	77,826	no	4,126	76	6%	no
Sonoma	1542.01	Yes	Yes	Yes	1,405	39,761	Low	4,062	330	12%	Yes
Sonoma	1542.02	Yes	Yes	Yes	2,348	64,250	no	2,757	182	7%	no
Sonoma	1543.02	No	No	No	1,588	70,281	no	3,291	352	11%	Yes
Sonoma	1543.03	No	No	No	592	62,222	no	1,150	81	7%	no
Sonoma	1543.04	No	No	No	1,024	65,515	no	2,538	259	10%	Yes
Marin	9901	No	No	Yes	-	-	no	-	0	0%	no
Sonoma	9901	No	No	No	-	-	no	-	0	0%	no

APPENDIX F

Acronym & Definitions Guide

Acronym	Meaning
ACS	American Community Survey
CAC	Community Advisory Council
CE	Categorical Exclusion
CEQ	Council on Environmental Quality
CEQA	California Environmental Quality Act
COC	Citizens Oversight Committee
DOT	Department of Transportation
EA	Environmental Assessment
EIS	Environmental Impact Statement
EJ	Environmental Justice
EO	Executive Order
EPA	Environmental Protection Agency
ESL	English-as-a-Second Language
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GGT	Golden Gate Transit
GIS	Geographic Information System
HHS	Department of Health and Human Services
IOS	Initial Operating Segment
LEP	Limited English Proficiency
MPO	Metropolitan Planning Organization (MTC is the MPO for Marin and Sonoma Counties)
MTC	Metropolitan Transportation Commission
NEPA	National Environmental Policy Act
OMB	Office of Management and Budget
PPP	Public Participation Plan
ROW	Right-of-Way
SCTA	Sonoma County Transportation Authority
SCT	Sonoma County Transit
SMART	Sonoma-Marin Area Rail Transit District
STIP	Statewide Transportation Improvement Program
TAM	Transportation Authority of Marin
TIP	Transportation Improvement Program

Definition	Meaning
Applicant	A person or entity that submits an application, request, or plan required to be approved by the FTA Administrator or by a primary recipient, as a condition of eligibility for financial assistance from FTA, and “application” means such an application, request, or plan.

Demand response system	Any non-fixed route system of transporting individuals that requires advanced scheduling including services provided by public entities, non-profits, and private providers. An advance request for service is a key characteristic of demand response service.
Designated recipient	An entity designated, in accordance with the planning process under sections 5303 and 5304, by the Governor of a State, responsible local officials, and publicly owned operators of public transportation, to receive and apportion amounts under section 5336 to urbanized areas of 200,000 or more in population.
Direct recipient	An entity that receives funding directly from FTA.
Discrimination	Any action or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, subrecipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.
Disparate impact	Refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.
Disproportionate burden	Refers to a neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations. A finding of disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where practicable.
Disparate treatment	Refers to actions that result in circumstances where similarly situated persons are intentionally treated differently (i.e., less favorably) than others because of their race, color, or national origin.
Fixed guideway	A public transportation facility—using and occupying a separate right-of-way for the exclusive use of public transportation; using rail; using a fixed catenary system; for a passenger ferry system; or for a bus rapid transit system.
Fixed route	Refers to public transportation service provided in vehicles operated along pre-determined routes according to a fixed schedule.
Federal financial assistance	Refers to: 1. Grants and loans of Federal funds; 2. The grant or donation of Federal property and interests in property; 3. The detail of Federal personnel; 4. The sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient; and 5. Any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of assistance.
Limited English Proficient (LEP) persons	Refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.
Low-income person	A person whose median household income is at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines.

Low-income population	Any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed FTA program, policy or activity. The locally developed threshold, is according to 49 U.S.C. 5302 as amended by MAP-21: "refers to an individual whose family income is at or below 150 percent of the poverty line (as that term is defined in Section 673(2) of the Community Services Block Grant Act (42 U.S.C 9902(2)), including any revision required by that section) for a family of the size involved."
Metropolitan planning organization (MPO)	The policy board of an organization created and designated to carry out the metropolitan transportation planning process.
Metropolitan transportation plan (MTP)	The official multimodal transportation plan addressing no less than a 20-year planning horizon that is developed, adopted, and updated by the MPO through the metropolitan transportation planning process.
Minority persons	Include the following: • American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment. • Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. • Black or African American, which refers to people having origins in any of the Black racial groups of Africa. • Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. • Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
Minority population	Any readily identifiable group of minority persons who live in geographic proximity and, if circumstances warrant, geographically dispersed/transient populations (such as migrant workers or Native Americans) who will be similarly affected by a proposed DOT program, policy, or activity.
Minority transit route	A route that has at least 1/3 of its total revenue mileage in a Census block or block group, or traffic analysis zone(s) with a percentage of minority population that exceeds the percentage of minority population in the transit service area. A recipient may supplement this service area data with route-specific ridership data in cases where ridership does not reflect the characteristics of the census block, block group, or traffic analysis zone.
National origin	The particular nation in which a person was born, or where the person's parents or ancestors were born.
Noncompliance	Refers to an FTA determination that the recipient is not in compliance with the DOT Title VI regulations, and has engaged in activities that have had the purpose or effect of denying persons the benefits of, excluding from participation in, or subjecting persons to discrimination in the recipient's program or activity on the basis of race, color, or national origin.
Non-profit organization	A corporation or association determined by the Secretary of the Treasury to be an organization described by 26 U.S.C. 501(c) which is exempt from taxation under 26 U.S.C. 501(a) or one which has been determined under State law to be non-profit and for which the designated State agency has received documentation certifying the status of the non-profit organization.

Predominantly minority area	A geographic area, such as a neighborhood, Census tract, block or block group, or traffic analysis zone, where the proportion of minority persons residing in that area exceeds the average proportion of minority persons in the recipient's service area.
Primary recipient	Any FTA recipient that extends Federal financial assistance to a subrecipient.
Provider of fixed route public transportation (or "transit provider")	Any entity that operates public transportation service, and includes States, local and regional entities, and public and private entities.
Public transportation	Regular, continuing shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income; and does not include Amtrak, intercity bus service, charter bus service, school bus service, sightseeing service, courtesy shuttle service for patrons of one or more specific establishments, or intra-terminal or intra-facility shuttle services. Public transportation includes buses, subways, light rail, commuter rail, monorail, passenger ferry boats, trolleys, inclined railways, people movers, and vans. Public transportation can be either fixed route or demand response service.
Recipient	Any public or private entity that receives Federal financial assistance from FTA, whether directly from FTA or indirectly through a primary recipient. This term includes subrecipients, direct recipients, designated recipients, and primary recipients. The term does not include any ultimate beneficiary under any such assistance program.
Secretary	The Secretary of the U.S. Department of Transportation.
Service area	Refers either to the geographic area in which a transit agency is authorized by its charter to provide service to the public, or to the planning area of a State Department of Transportation or Metropolitan Planning Organization.
Service standard/policy	An established service performance measure or policy used by a transit provider or other recipient as a means to plan or distribute services and benefits within its service area.
Statewide transportation improvement program (STIP)	A statewide prioritized listing/program of transportation projects covering a period of four years that is consistent with the long-range statewide transportation plan, metropolitan transportation plans, and TIPs, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53.
Subrecipient	An entity that receives Federal financial assistance from FTA through a primary recipient.
Title VI Program	Refers to a document developed by an FTA recipient to demonstrate how the recipient is complying with Title VI requirements. Direct and primary recipients must submit their Title VI Programs to FTA every three years. The Title VI Program must be approved by the recipient's board of directors or appropriate governing entity or official(s) responsible for policy decisions prior to submission to FTA.
Transportation improvement program (TIP)	A prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process, consistent with the metropolitan transportation plan, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53.
Transportation management area (TMA)	An urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the Secretary of Transportation, or any additional area where TMA designation is requested by the Governor and the MPO and designated by the Secretary of Transportation.

APPENDIX G: SMART BOARD RESOLUTION ADOPTING TITLE VI PROGRAM

Resolution No. 2015-13
Sonoma-Marin Area Real Transit District
July 1, 2015

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT ADOPTING A TITLE VI PROGRAM AND NONDISCRIMINATION POLICY.

WHEREAS, Title VI (codified at 42 U.S.C. §2000d et seq.) of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and

WHEREAS, the Federal Transit Administration (FTA) issued Title VI Circular 4702.lB, effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

WHEREAS, the FTA has made a determination that SMART is an eligible direct recipient of FTA funds and is required to have in place a Title VI program that ensures that the level and quality of public transportation service is provided in a nondiscriminatory manner, promotes full and fair participation in public transportation decision-making without regard to race, color or national origin, and ensures meaningful access to transit-related programs and activities by persons with limited English proficiency; and

WHEREAS, the above-referenced Circular requires SMART's Board of Directors to approve SMART's Title VI Program before it is submitted to the FTA; and

WHEREAS, the above-referenced Circular details required elements of the Title VI Program, which each recipient of FTA assistance must submit to the FTA triennially; and

WHEREAS, SMART's Title VI Program contains those required elements and is set forth in the attached Exhibit A entitled "Title VI Program and Nondiscrimination Policy"; and

WHEREAS, SMART's Title VI Program and Nondiscrimination Policy is being presented for Board consideration and approval.

NOW, THEREFORE, BE IT RESOLVED THAT The Board of Directors of the Sonoma-Marin Area Rail Transit District has reviewed, considered and approves SMART's overall Title VI Program and Nondiscrimination Policy; and

BE IT FURTHER RESOLVED that the Board of Directors authorizes the General Manager, or a designee, to:

1. Submit the SMART Title VI Program and Nondiscrimination Policy to the FTA; and

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2. Include evidence of the Board's consideration and approval of the SMART Title VI Program; and

3. Authorizes the SMART General Manager to make non policy and administrative modifications to implement SMART's Title VI Program and Nondiscrimination Policy as required by the FTA or as necessary and to report those modifications to the Board.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sonoma-Marin Area Rail Transit District held on the 1st day of July, 2015, by the following vote:

DIRECTORS:

AYES: Arnold, Eddie, Fudge, Kellner, Mackenzie, Pahre, Russell, Sears and Zane

NOES:

ABSENT: Moulton-Peters, Phillips and Rabbitt

ABSTAIN:

Chair, Board of Directors
Sonoma-Marin Area Rail Transit District

ATTEST:

Leticia Rosas-Mendoza, Clerk of the Board of Directors
Sonoma-Marin Area Rail Transit District