**Appendix 12**

*Sample Template*

**MPO Demographic Data and Analysis**

*(For MPOS)*

In addition to Appendices 1-7 (and Appendices 8 and 9, if the MPO is a provider of fixed route public transportation), the MPO is also required to include the elements listed below:

|  |  |
| --- | --- |
| a. | A demographic profile of the metropolitan area that includes identification of the locations of minority populations in aggregate. |
| b. | A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process.  *This information helps ensure members of minority communities are provided with full opportunities to engage in the transportation planning process. This includes actions to eliminate language, mobility, temporal, and other obstacles to allow minority populations to participate fully in the process.* |
| c. | Demographic maps that overlay the percent minority and non-minority populations as identified by Census or ACS data, at Census tract or block group level, and charts that analyze the impacts of the distribution of State and Federal funds in the aggregate for public transportation purposes, including Federal funds managed by the MPO. |
| d. | Analysis of the impacts identified in (c) that identifies any disparate impacts on the basis of race, color, or national origin, and, if so, determines whether there is a substantial legitimate justification for the policy that resulted in the disparate impacts, and if there are alternatives that could be employed that would have a less discriminatory impact. |

Notes:

* If the MPO is a direct recipient, the MPO will be required to submit additional information to FTA per Chapter VI-1 of FTA Circular 4702.1B (October 1, 2012).
* All MPOs are required to self-certify compliance with all applicable federal requirements. Planning certification reviews conducted jointly by FTA and FHWA of the metropolitan transportation planning processes of transportation management areas include a review of Title VI/ADA compliance.