

DEPARTMENT OF TRANSPORTATION

CIVIL RIGHTS
1823 14TH STREET
SACRAMENTO, CA 95814
PHONE (916) 324-0990
TOLL FREE (866) 810-6346
FAX (916) 324-1949
TTY 711



*Flex your power!
Be energy efficient!*

December 28, 2009

Will McClure, Equal Opportunity Specialist
Federal Highway Administration
650 Capitol Mall, Suite 4-100
Sacramento, CA 95814

Dear Mr. McClure:

Enclosed is the California Department of Transportation's (Caltrans) Title VI Program Annual Element Update report for Federal Fiscal Year (FFY) 2009. This report supplements Caltrans Title VI Program Plan, provides information on accomplishments by Caltrans Districts and Divisions with Title VI components for FFY 2009 and goals for the current FFY 2010. The report was prepared in accordance with 23 Code of Federal Regulations, Part 200, Section 200.9 (b).

If you have any questions or need further information, please contact Rita A. Nelson, Chief, Title VI Program, at (916) 324-8399, or by email at rita_a_nelson@dot.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Olivia Fonseca".

OLIVIA FONSECA
Deputy Director

Enclosure

c: Rita A. Nelson, Chief, Title VI Program



2009

Title VI Annual Element



Civil Rights

Title VI Program
1823 - 14th Street
Sacramento, CA 95811

**California Department of Transportation
Title VI Program
Annual Element Update**

Federal Fiscal Year (FFY) 2009

Table of Contents

I.	Organization and Staffing Level Changes	1
II.	Title VI Policy Statement	1
III.	Title VI Complaints	1
IV.	FFY 2009 Accomplishments	2
	A. Office of Business and Economic Opportunity, Title VI Program.....	2
	B. Division of Construction.....	4
	C. Division of Design	5
	D. Division of Engineering Services	6
	E. Division of Local Assistance	6
	F. Division of Mass Transportation	7
	G. Division of Procurement and Contracts.....	9
	H. Division of Rail.....	11
	I. Division of Research and Innovation.....	12
	J. Division of Right of Way and Land Surveys.....	13
	K. Division of Transportation Planning.....	13
	L. Districts 1 - 12.....	16
V.	FFY 2010 Goals/Planned Activities	
	A. Office of Business and Economic Opportunity, Title VI Program.....	79
	B. Division of Construction.....	80
	C. Division of Design	81
	D. Division of Engineering Services	81
	E. Division of Local Assistance	81
	F. Division of Mass Transportation	82
	G. Division of Procurement and Contracts.....	82
	I. Division of Rail.....	83
	I. Division of Research and Innovation.....	83
	J. Division of Right of Way and Land Surveys.....	84
	K. Division of Transportation Planning.....	84
	L. Districts 1 - 12.....	85
VI.	Attachments	105
	Attachment A - Title VI Program Organization Chart	
	Attachment B - Title VI Liaisons (Interdisciplinary Team/PAAS/Districts) Rosters	
	Attachment C - Title VI Policy Statement	
	Attachment D - Public Participation Data Collection Forms	
	Attachment E - Outreach to Communities Districts and Divisions (Headquarters)	

**California Department of Transportation
Title VI Program
Annual Element Update**

Federal Fiscal Year 2009

This report supplements the *California Department of Transportation Title VI Program Plan*, provides information on the accomplishments by the California Department of Transportation (Caltrans), Office of Business and Economic Opportunity, (formerly Civil Rights), Title VI Program and various divisions, program areas and districts for Federal Fiscal Year (FFY) 2009 and planned activities for FFY 2010. The report was prepared in accordance with *23 Code of Federal Regulations, Part 200, Section 200.9 (b) State actions*.

I. Organization and Staffing Level Changes

The Deputy Director, Office of Business and Economic Opportunity, reports directly to the Caltrans Director. During the FFY 2009, the Title VI Program continues to be lead by the Title VI Coordinator. In addition, there are two Title VI Liaisons, one Reports Coordinator, one Limited English Proficiency Specialist and one Office Technician. One organizational change took place, whereas the On-the-Job Training/Supportive Services (OJT/SS) activities including one staff person were transferred from the Title VI Program to the Contractor Compliance Unit. For an organization chart reflecting the Title VI Program see Attachment A.

There were several new appointments for the duties of Title VI Interdisciplinary Team, Program Area Administrators (PAAs) and Title VI Liaisons in the Districts and Headquarters to carry out the Caltrans Title VI Program requirements. See Attachment B for updated lists.

II. Title VI Policy Statement

The Caltrans Title VI Policy Statement was updated with the new Director Randell H. Iwasaki's signature on August 25, 2009. See Attachment C.

III. Title VI Complaints

There was one Title VI complaint received in FFY 2009. Since Caltrans was the respondent in this case, the case was transferred to the Federal Highway Administration (FHWA) for investigation. There were no other Title VI complaints filed with the Office of Business and Economic Opportunity, Equal Employment Opportunity Program, Discrimination Complaint Investigation Unit (DCIU) within FFY 2009.

IV. FFY 2009 Accomplishments

The following accomplishments are reported for various Headquarters divisions, program areas and Districts 1-12, for FFY 2009:

A. Office of Business and Economic Opportunity, Title VI Program

- Revised the Title VI Discrimination Complaint form, EEO-0006 (Rev 11/2008). It is available on the Intranet, Caltrans Electronic Form System for employee use and available on the Internet for public use.
- Rolled out the Title VI and Related Statutes (Title VI) online training module in February 2009. As of September 30, 2009, approximately 10,197 Caltrans employees have taken the training and received a completion certificate.
- Worked with Caltrans IT staff members to develop and maintain a database of employees who have completed the Title VI online training module.
- Worked with Learning Development Office staff to develop a process for updating employee training histories through the Learning Management System. Support staff in the Title VI Program manually update training histories of employees who have taken the Title VI online training module.
- Prepared and distributed district/division reports of employees who completed the Title VI online training module upon request from PAAs and District Title VI Liaisons.
- Updated the Title VI Assurances and Nondiscrimination Agreement and requested Legal Division's review of the documents.
- Continued to update the Caltrans Title VI Program web pages on an as needed basis.
- Conducted three Title VI Interdisciplinary Team/Liaison meetings via teleconference and video teleconference. The meetings were held to share information and provide updates and policy changes on Title VI and Limited English Proficiency (LEP) activities.
- Developed procedures and forms for the collection of statistical data, such as, race, color, national origin, sex, etc., on attendees participating in Caltrans federally funded public events. The *Public Participation Involvement Survey* form was translated into Spanish. The documents are included as Attachment D.
- Provided ongoing technical assistance to divisions, districts, program areas and local agencies as requested.

Title VI Training

- Conducted Title VI one-on-one training to the newly appointed Administrative Support Branch Chief and PAA in Division of Research and Innovation.
- Conducted Title VI training for Executive management staff members in District 7. The training was presented by the Title VI Coordinator on April 6, 2009.
- Participated in the FHWA, Office of Civil Rights, Nondiscrimination and Environmental Justice: A Multidisciplinary Perspective, An Introduction web conference, held April 21 - 22, 2009 (Title VI Program staff).
- Participated in and presented, Surviving a Caltrans Title VI or a Contractor Compliance Review at the California Association of Equal Rights Professionals annual training conference held in Lake Tahoe, CA, June 15 - 18, 2009 (Contractor Compliance Program Manager and Title VI Coordinator).

Limited English Proficiency

- Conducted the biennial Statewide *Language Survey* and prepared the final implementation plan for Caltrans. The California State Personnel Board requires each State agency to survey employees in public contact positions for 10 non-consecutive days. This survey determines if Caltrans employs a sufficient number of qualified bilingual individuals in public contact positions.
- Completed the telephone-interpreter services pilot program. Determined through assessment of the pilot, Caltrans needs telephone interpreter services Statewide.
- Awarded a one-year contract to Language Line Services to provide telephone interpreter services to limited English speaking customers Statewide.
- Translated several nondiscrimination Director's Policies, such as Limited English Proficiency (LEP), Sexual Harassment Prevention, and Equal Employment Opportunity, into Spanish.

Self-Monitoring

- Developed a Title VI compliance review schedule for posting on the Title VI Program web page. The schedule identifies the reviews planned for the 2009 calendar year.
- Developed Local Agency Selection Criteria for Title VI compliance reviews.

- Completed 20 Title VI compliance reviews. Of the 20 reviews, 10 were of district offices, eight were of Headquarters divisions and two were of subrecipients.
- Participated in the review of the Fresno County of Governments with FHWA on March 24, 2009 (Title VI Coordinator and staff).
- Prepared and submitted to FHWA, the *Caltrans Title VI Annual Element Update* report of accomplishments and goals for FFY 2008, including an annual update to the Title VI Program Plan that reflects organizational, policy and implementation changes.

B. Division of Construction

Title VI Training

- Conducted Resident Engineer Academies. Three course sessions were held with a total of 72 students in attendance.
- Conducted Labor Compliance for Resident Engineers and Inspectors. Six course sessions were held with a total of 265 students in attendance.
- Conducted Labor Compliance Basic Training. One course was held with eight students in attendance.
- Reported the Division of Construction staff members participated in the Title VI online training course in May 2009 with 63 employees completing the course.

Limited English Proficiency

- Relied on a number of employees who speak foreign languages to serve as interpreters/translators and were used in a variety of tasks such as, translating Caltrans documents from English to Spanish, and responding to telephone calls regarding translation from English to Spanish.
- Established a list of volunteers for LEP services.

Self-Monitoring

- Participated in quarterly Title VI Interdisciplinary Team/Liaison meetings.
- Reviewed current policies and procedures to ensure compliance.

C. Division of Design

- Participated in quarterly Title VI Interdisciplinary Team/Liaison meetings.
- Updated the internal contact list to reflect the current PAA for Title VI issues and complaints.

Title VI Training

- Continued to provide professional development academies at which district and agency employees can receive instruction from experts in various transportation-related fields, including Title VI considerations.
- Continued to provide Context Sensitive Solutions for California (CSS) training. During FFY 2009, the Caltrans Division of Design, Landscape Architecture Program managed and sponsored delivery of two, two-day CSS training classes, training approximately 50 Caltrans and local agency staff. This training project was delivered through an agreement with the University of California, Institute of Transportation Studies – Technology Transfer Program, who brought in an instructional team from CH2M HILL to develop and deliver the training series.
- Tracked the completion of Diversity Awareness, Sexual Harassment and other training programs that relate to Title VI of the Civil Rights Act of 1964, including the new Title VI online training module, to ensure staff members are kept current on Title VI requirements.
- Conducted two Project Engineer Academies during FFY 2009. A total of 72 Project Engineers attended the training.
- Developed a Transportation Landscape Architect curriculum which includes a multi-level career development approach for Caltrans Landscape Architects to use to improve their skills and expertise for Caltrans.

Self-Monitoring

- Continued to conduct Title VI self-monitoring activities by using the standard operating procedures described in the *Project Development Procedures Manual* (PDPM) to help the Division of Design achieve uniformity when notifying the public or conducting public meetings. Peer review of documents helped the Division of Design monitor the wording used to describe a project and assess community impact. The Division of Design attended Americans with Disabilities Act (ADA) and Civil Rights training regularly to ensure a strong knowledge of concerns pertaining to Title VI issues.

D. Division of Engineering Services

- Recruited and hired the new Division of Engineering Services (DES), Equal Employment Opportunity (EEO) Officer/Title VI PAA who reported on May 4, 2009.
- Continued to display the Caltrans nondiscrimination posters throughout DES facilities, including public access points.
- Continued to display Title VI brochures at public access points.
- Completed the Title VI compliance review conducted by the Title VI Program staff members.

Title VI Training

- Announced to all subdivision Deputy Division Chiefs the new Title VI online training was available during their weekly meeting. Also, distributed a notice to all DES employees to encourage and recommend employees take the Title VI online training.

Self-Monitoring

- Continued to work with the DES, PAA to monitor DES programs, services and activities for compliance with Title VI (Title VI representatives from each of the eight subdivisions).
- Continued to monitor DES for Title VI activities.

E. Division of Local Assistance

- Drafted Roles and Responsibilities for the *Local Oversight Action Plan (LOAP)* at the request of FHWA.
- Attended Office of Business and Economic Opportunity, Title VI Program meetings.

Title VI Training

- Covered Title VI subject matter in the federal-aid series hosted by University of California, Berkeley for local agencies.

Self-Monitoring

- Continued to track projects in LP2000 for projects that require relocation and/or socio-economic studies to be performed for possible Title VI compliance review and reporting. None were found this FFY.
- Continued to review Local Programs Procedures for Title VI related subject matter.

F. Division of Mass Transportation

- Participated in various public outreach activities. Please refer to Attachment E.
- Distributed Public Participation Surveys at each of the ten Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops held at the district offices in June and July 2009. Surveys were collected and data analyzed.
- Distributed Public Participation Surveys at the Job Access/Reverse Commute/New Freedom Funding Application and Scoring Workshop in Sacramento.
- Participated in Title VI Interdisciplinary Team/Liaison meetings.
- Participated in the biennial *Language Survey*.
- Continued to ensure meeting announcements and agendas provide Division of Mass Transportation (DMT) staff contact information to assist individuals who may need special assistance.
- Continued DMT's Interagency Coordination function to facilitate coordination between transportation services furnished by transit with those provided by health and human service agencies. This kind of coordination has the potential for improving service delivery to health and human service agency clients, many (if not most) of whom are the elderly, the disabled or persons or families with low incomes.

Title VI Training

- Conducted Federal Transit Administration (FTA) Section 5311 Recovery Act/PTMISEA Funding Workshops at ten Caltrans District offices from June through July 2009. The federal grant program workshops included a Title VI component. Workshops were attended by district transit staff as well as federal transit grant subrecipients. Approximately 41 district staff

attended, to include District Transit Representatives, District Managers as well Senior Transportation Planners, with four Headquarters Management staff members participating in each session.

- Conducted a pre-workshop FTA Section 5311 Recovery Act Funding training session, which included the Title VI component. Approximately 20 staff attended.
- Conducted three FTA Section 5316/5317 Job Access Reverse Commute/ New Freedom Funding Application (JARC/NF) Workshops which included a Title VI component in July 2009 in Oakland, Sacramento and Stockton.
- Conducted a JARC/NF Funding Selection and Scoring Workshop, which included a Title VI component, held in Sacramento, in July 2009. The workshop was attended by potential federal transit grant subrecipients.
- Conducted 11 Statewide FTA Section 5310 Elderly and Disabled Specialized Transit Program 2009 Funding Application Workshops, which included a Title VI component, beginning in March and concluding in April 2009. The workshops were attended by potential grant subrecipients.
- Reported 20 staff members completed the Title VI online training module.
- Reported Federal Grants management staff attended FTA-sponsored State Management training which included a comprehensive Title VI component.

Limited English Proficiency

- Provided Spanish-speaking language interpreter services for persons with Limited English Proficiency for two public meetings related to the development of local coordinated transportation plans. Services were provided by Caltrans, Office of Business and Economic Opportunity interpreter services.
- Provided sign language interpreter services for a hearing-impaired individual attending a Section 5310 Grant Program Workshop.
- Reported all materials on the DMT Web site provided contact information for special needs assistance.

Self-Monitoring

- Reported all of the FTA Section 5310/5311 and 5316/5317 grant money that is administered to private nonprofit and public transit agencies requires the subrecipients to be in compliance with Title VI requirements prior to project approval.

- Monitored Federal Transit grant subrecipients periodically to include Title VI compliance activities.
- Ensured State Management Plans for each of the FTA grant programs contain Title VI compliance requirements.

G. Division of Procurement and Contracts

- Continued to report to Office of Business and Economic Opportunity, the dollar value and number of prime contract and subcontract awards and commitments to Disadvantaged Business Enterprise (DBE) firms, including the breakdown by ethnicity and gender and actual DBE payments on completed federally assisted projects, on a semi-annual basis. Total DBE contract awards for FFY 2009 are as follows:
 - Total prime and subcontracts awarded for service contracts, architectural and engineering (A&E) consultant contracts, and construction contracts under \$147,000 for this period is 139 contracts for a total \$83,131,439.
 - DBE prime and subcontractors participation for this period is 41 contracts for a total of \$8,311,687, with a 13.19 percent DBE goal attainment. The total of DBE minority men and women owned business contracts awarded is 27 contracts, total \$ 4,613,187; DBE non-minority women owned business contracts awarded is six contracts, totaling \$335,250; and DBE contracts awarded is eight contracts, totaling \$3,363,250.
- Participated in the following outreach activities: American Association of State Highway Transportation Officials (AASHTO) conference, Governor's Small Business forum, Simplified Business Quote Process, Small Business Outreach, and Asian Business Association.

Title VI Training

- Conducted training for all contract staff on identifying and reporting Title VI complaints.
- Implemented the Client Services Request Sheet procedures for handling requests or services from customers with LEP and those falling under the protection of the ADA.

Limited English Proficiency

- Continued to carry out Title VI and LEP training for Division of Procurement and Contracts (DPAC) employees.

- Created and updated the Client Services Request Sheet to guide DPAC staff members when assisting internal and external customers.
- Continued to update and modify DPAC's web pages to better meet the needs of individuals with LEP and sensory disabilities. Upon request, individuals may obtain DPAC's published pamphlets in alternative formats that include: various languages, Braille, large print, audiocassette, and digital media disc. This statement is made available on DPAC's web page in Spanish, Chinese, and Vietnamese.
- Continued to utilize the Title VI LEP/ADA training to guide staff when assisting internal and external customers.
- Participated in Caltrans biennial Statewide *Language Survey*, to ensure provisions of the Dymally-Alatorre Bilingual Services Act (Act) of 1973 for effective communication between all levels of government and the people of the State who may be precluded from utilizing public services because of language barriers were met.
- Continued to identify bilingual staff for possible volunteer translation and interpreter services in DPAC offices Statewide.
- Conducted a survey to identify bilingual staff for possible volunteer translation and interpreter services in DPAC offices Statewide.
- Translated one publication located on DPAC's Web site for public view and availability at <http://caltrans-opac.ca.gov/index.htm>. This publication contains a LEP and ADA reference statement indicating that LEP and sensory services are available in other languages.

Self-Monitoring

- Monitored compliance with all contract requirements. Should a contract manager become aware of any violation of the contract nondiscrimination provisions, such violations are to be immediately reported to the Office of Business and Economic Opportunity, Equal Employment Opportunity Program, DCIU, for appropriate action. All State and federal funded contracts processed by DPAC contain Title VI assurances on nondiscrimination.

H. Division of Rail

Office of Planning and Policy

- Conducted surveys at rest stops. The surveys were origin and destination (O&D) travel surveys. Interviewers asked travelers who stopped at Caltrans roadside rest areas to answer questions related to their travel on highways in rail corridors. The purpose was to gather data to update the Amtrak/Caltrans Intercity Rail Ridership/Revenue Forecasting Model. The questionnaire was available in English and Spanish.

Limited English Proficiency

- Assisted with translation for a survey conducted with the traveling public at highway rest stops. Employees interpreted the surveys for the Spanish-speaking.

Office of Rail Capital Project Development, Operations and Marketing

- Participated in various public outreach activities. Please refer to Attachment E.

Title VI Training

- Provided Title VI online training to staff members in July 2009.

Limited English Proficiency

- Translated menus for the Capitol, San Joaquin and Pacific Surfliner Corridors.
- Assisted with interpreting information at public outreach events to raise awareness of Amtrak California. Costs were limited to travel (Bilingual staff members, Marketing Branch).

Self-Monitoring

- Continued to ensure contracts contain nondiscrimination language obligating contractors to nondiscrimination.
- Continued to evaluate procedures to identify areas of weakness and deficiencies. Where weakness and deficiencies are found, mechanisms will be revised or developed and implemented to ensure Title VI compliance requirements are met and that there are no unresolved Title VI violations prior to award of a contract or grant.

I. Division of Research and Innovation

- Continued to serve as resource to the Division of Research and Innovation (DRI). The Division's Title VI Liaison and the Administrative Support Branch Chief will advise DRI staff of the Discrimination Complaint Investigation process to include ongoing training on identifying and reporting Title VI and VII complaints of discrimination.
- Continued to maintain the list of DRI staff members that are fluent in alternate languages. This includes surveying the employees, and outlining and updating procedures for employees to follow on a case-by-case basis.

Title VI Training

- Reported the Division's Title VI Liaison and the Administrative Support Branch Chief met directly with the Office of Business and Economic Opportunity, Title VI Program staff members on July 9, 2009 for training on responsibilities and expectations of the Title VI requirements.
- Encouraged DRI employees to take the Title VI online training module located on the Office of Business and Economic Opportunity, Title VI Program web page.

Limited English Proficiency

- Continued to maintain procedures to accommodate any request for a DRI published document in an alternate format such as Braille. Procedures have been made accessible to all employees online.
- Continued to ensure research reports are available, upon request, in languages other than English, in Braille, large print, and audiocassette or computer disk for individuals with sensory disabilities.
- Continued to maintain the DRI Web site to allow the sight, hearing or mobility impaired to review web pages utilizing voice readers to interpret web page information. This includes using Alt tags for images that describe what is for the Voice reader and through the use of various tags for text to help the screen reader distinguish between regular text and headers that need emphasis.
- Continued to accommodate any requests for an interpreter or translator for non-English speaking guests by identifying and maintaining list of DRI employees that are certified, or volunteer to interpret and translate the non-English languages.
- Provided employees with information on Language Line Services.

J. Division of Right of Way and Land Surveys

- Provided Title VI training to 81 Right of Way Agents and other Division staff members in FY 2008-09 during the one-week Academy. The Title VI issues were reinforced to 28 Agents attending the two-week Academy.
- Partnered with the California State University of Sacramento to develop a course entitled, *The Basics of Caltrans Property Management*. This training course was launched during the reporting period and includes over nine references to Title VI Program elements. Statewide, 26 Right of Way Agents have attended this training.

Title VI Training

- Reported 100 percent of the Division of Right of Way and Land Surveys employees completed the Title VI online training module between April and July of 2009.

Limited English Proficiency

- Provided all employees in the Division of Right of Way and Land Surveys on July 15, 2009, with information on the new Language Line Services interpreter service made available through the Office of Business and Economic Opportunity, Title VI Program.
- Updated the booklet, *Your Property Your Transportation Project*, in English and the new version was translated into Spanish.
- Translated into Spanish, the Appraisal form, *Notification of Right to Claim Loss of Business Goodwill (RW 7-30)*.

K. Division of Transportation Planning

Advanced System Planning

- Reported Office of Advanced State Planning provided guidance to the districts in the preparation of district corridor system Management Plans (CSMPs) and Transportation concept Reports (TCRs). Part of the CSMP and TCR process involved public participation in the adoption of the final plans.

Office of Goods Movement

- Reported Office of Goods Movement (OGM) did not participate directly in organizing outreach activities. OGM did encourage and support the outreach activities of others, including Caltrans district offices and the California Business, Transportation and Housing (BTH) Agency.

Title VI Training

- Reported four staff members completed and received certificates for completing the Title VI online training.
- Participated in the Transportation Planning Academy which includes a section on Title VI training.

Limited English Proficiency

- Reported OGM did not provide translation services for outreach activities. OGM strongly encourages district offices to consider such services when conducting outreach activities related to goods movement infrastructure projects.

Self-Monitoring

- Identified opportunities to implement Title VI self-monitoring activities, including outreach associated with the Trade Corridors Improvement Fund (TCIF) meetings organized by BTH Agency.

Office of Regional & Interagency Planning - Native American Liaison Branch

- Conducted Long Range Transportation Workshops (October 8 - 9, 2008).
- Conducted Quarterly Native American Advisory Committee meetings and addressed a variety of transportation and environmental issues (October 29, 2009).
- Collaborated with the Bureau of Indian Affairs (BIA) in the Indian Reservations Roads (IRRs) Inventory Program by conducting outreach workshops and assisting the Tribal Governments in completing and submitting their IRR Inventory data to BIA.
- Collaborated with the National Indian Justice Center in providing various transportation training opportunities through the Tribal Technical Assistance Program (October 7 and 30, 2008).
- Obtained grant funding for Tribal Outreach and Engagement for Transportation Planning.
- Provided advice/guidance to the Caltrans Director's Office and districts in resolving Native American issues.
- Provided training at the Caltrans Transportation Planning Academy and staff meetings.

- Provided advice/guidance to various federal and State agencies on NALB's programs and procedures.
- Conducted Quarterly Native American Liaison (NAL) video conferences with Departmental NALs Statewide (October 17, 2008).
- Collaborated with the State Tribal Liaisons in the annual Native American Day Celebration.
- Coordinated celebration of and exhibition at the annual Native American Heritage Month in November.
- Reviewed and commented on 88 Overall Work Programs, 55 Regional Transportation Plans (RTPs), three Tribal Transportation Plans, numerous Native American related legislation, transportation and environment handbooks/guidelines.
- Participated and/or chaired the Transportation Research Board's Native American Transportation Issues Committee meetings.

Office of State Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Reported Caltrans began implementing the *Public Participation Plan* (PPP) for the *California Transportation Plan* (CTP) and the Federal Statewide Transportation Improvement Program (FSTIP) after June 2008 for the development of the *California Transportation Plan 2035* (CTP 2035). The PPP includes the methods of engagement (stakeholder interviews, focus groups representing various interest groups, including traditionally underrepresented populations, and web-based surveys). The PPP also includes the recommended strategies for target categories including community groups representing those that are traditionally underrepresented.
- Contacted minority and low-income populations for the six focus groups for the CTP 2035 (Sacramento, Redding, Los Angeles and Fresno) in April and May 2009.
- Funded an outreach budget to purchase media advertising for minority and low-income populations to participate in the six public workshops for the CTP 2035 (Sacramento and Redding in September 2009 and Fresno, Los Angeles, San Diego and Oakland in October 2009).
- Developed a *template* presentation of the CTP 2035 for District staff to present to targeted small groups, including minority and low-income groups, during the September to October 2009 time frame.

- Continued to operate an Internet-based CTP 2035 web portal where the general public, including the traditionally under-represented, can provide continuous input on the development of the Plan.

Title VI Training

- Reported at least one Senior Transportation Planner attended Supervisory Training Program (STP), Part B, in November 2008 that addressed the following topics: Diversity in the Workplace, Discriminatory Practices and EEO Laws, Sexual Harassment, Supervisor's Role in Promoting a Discrimination-Free Work Environment, Stress Management, Time Management, Supervisors Role in Employee Stress and Time Management, and Problem Solving & Decision Making.
- Reported two employees completed the Title VI online training in August 2009.

Limited English Proficiency

- Translated CTP 2035 brochure into Spanish for public distribution at planning meetings and for public workshops in September and October 2009. OSP is planning to provide Spanish-speaking translators at six workshops (Sacramento and Redding in FFY 2009, September 2009 and Fresno, Los Angeles, San Diego and Oakland in FFY 2010, October 2009).
- Reported where needed, the CSMP/TCR public meetings held in the districts provided translation services.

L. Districts 1 - 12

District 1 - Eureka

District 1 - Division of Administration - Equal Employment Opportunity

- Participated in various public outreach activities. Please refer to Attachment E.
- Attended quarterly Title VI Interdisciplinary Team/Liaison meetings.
- Coordinated the Title VI compliance review, February 9 - 11, 2009, conducted by the Office of Business and Economic Opportunity, Title VI Program staff members.
- Partnered with the California Department of General Services (DGS) to hold the Small Business Workshop, July 28, 2009 (Small Business Liaison).

- Continued outreach partnership with the District Small Business Liaison and Native American Liaison to Native American-Owned businesses, targeting them for Small Business Certification. Developed a special Native American-themed flyer that the Native American Liaison has distributed at events.
- Reported one Title VI complaint was referred to Office of Business and Economic Opportunity, Equal Employment Opportunity Program, DCIU, for the reporting period, FFY 2009.

Title VI Training

- Incorporated a segment of Title VI training into Sexual Harassment Prevention training.
- Provided information to employees of the new online Title VI training and tracked employee participation.
- Provided Title VI training to 14 Business Services, Public Information Officers, and Security staff members on January 21, 2009, in the District Office.

Limited English Proficiency

- Compiled and provided District 1 *Limited English Proficiency Procedure and Resource Manual* to District Office Security and Reception staff members.

Self-Monitoring

- Attended project dry runs and public open houses to ensure the documents are in compliance with Title VI, facility is accessible and that Title VI surveys, brochures, and sign in sheets are readily available to the public (EEO Officer/District Title VI Liaison).
- Displayed the Civil Rights, Office of Equal Opportunity posters, in all operational and public areas throughout the District and field offices.

District 1 - Division of Planning and Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Reported the Greater Eureka Area Microsimulation Model project includes, by specification and design, the local transit system which serves the low-income population.

- Completed the Hoopa Valley Tribe Transportation Enhancement (TE) grant application. If funded, this project will serve Native American residents of the Hoopa Valley reservation.

District 1 - Advance Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Initiated consultation with Hoopa Valley Tribe to discuss scope of the proposed TE project on Tribal land.
- Initiated consultation with Yurok Tribe of CA Cultural Committee to identify potential archeological sites within limits of the seismic retrofit project.

District 1 - Regional Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in Regional Transportation Planning Agency (RTPA) Technical Advisory Committee (TAC) meetings to actively encourage and support consideration of the needs of underserved communities.
- Provided grant oversight for the Environmental Justice Grant. The Grant is titled, *Healthy Rural Roads* - an effort to address specific transportation challenges faced by underserved rural populations with: 1) coordinated transportation service planning; 2) development of a Humboldt County Rural Roads Self-Help Program; 3) development of a Healthy Rural Roads Guide; and 4) a Planning for Active Transportation and Health (PATH) educational campaign.
- Provided feedback to RTPAs in the development of Overall Work Plan (OWP) activities to ensure that underserved communities and Native American Tribes are afforded the opportunity to participate in the transportation planning process.

District 1 - System Planning

- Participated in various public outreach activities. Please refer to Attachment E.

District 1 - Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Conducted bi-weekly informational webinars. Local agencies and Native American Tribes were invited to participate in webinars to discuss

current Local Assistance issues, American Recovery and Reinvestment Act (ARRA) updates and availability of federal-aid funding for transportation projects.

Title VI Training

- Reported DBE training was provided in District 1 on June 16, 2009 and April 23, 2009. The purpose of the training was to provide information on new requirements regarding race conscious DBE implementation agreements.
- Reported Title VI online training was provided to 24 Caltrans employees.

Limited English Proficiency

- Ensured invitation materials to Caltrans hosted meetings include notification that translation services are available.

North Region - Division of Construction

- Awarded 19 federal-aid projects from October 1, 2008 through August 27, 2009. Prior to award of all contracts and before the construction phase begins, all Title VI requirements are incorporated into the construction contract documents. Mitigation efforts within the construction phase of a project are addressed in contract change orders (CCOs).
- Reported there were two Title VI mitigation CCOs in District 1 during the reporting period. One CCO was to construct the new proposed sidewalk/ADA handicap accessibility ramp grades to be in compliance with ADA requirements. The other CCO was to replace four interpretive signs along an ADA trail. Interpretive signs promote the steps Caltrans took to ensure the native environment was secured in compliance with the Coastal Development Permit.

Limited English Proficiency

- Reported Labor Compliance performed pre-job conference meetings for every District 1 construction contract. Included with the prevailing wage requirements are both State and federal jobsite posters in both English and Spanish. All prime contractors must post each poster at the actual project site for use and inspection of all the contractor's employees.
- Reported North Region Construction currently has three employees that speak Spanish and Punjabi fluently to assist the contractor's personnel in regards to plans, specifications, labor and compliance with the general construction contract administration issues.

North Region - Division of Environmental Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Continued to analyze projects for potential Environmental Justice issues

Title VI Training

- Reported one North Region Environmental Planning staff member attended the Environmental Planner's Academy (April 20 - April 24, 2009), which included modules on Title VI and Environmental Justice. In addition, North Region Environmental Planning staff successfully completed the Title VI online training.

Limited English Proficiency

- Continued to provide Spanish language translations and translators, at meetings when appropriate.
- Ensured the project displays that are the centerpiece of the North Region's public workshops require minimal English language skills to interpret. Typically, Environmental, Design and Project Management staff members are available to answer questions and provide verbal explanations of the proposed project.
- Continued to provide a court reporter to record comments at public meetings for EIS-level projects at the draft environmental document stage. The court reporter was available if attendees either could or preferred not to write down their comments.

Self-Monitoring

- Reported Senior Environmental Planners, Associate Environmental Planners and Environmental Planners are responsible for identifying potential Title VI issues on both minor and major projects. Caltrans Headquarters has staff members working directly on Community Impacts and is available to provide input on how to resolve Title VI issues. In addition, staff contacts Headquarters Title VI staff members if clarification is necessary.

North Region - Division of Project Management

- Participated in various public outreach activities. Please refer to Attachment E.

District 2 - Redding

District 2 - Division of Administration - Equal Employment Opportunity

- Developed District 2 Title VI Division Liaison Team.
- Provided Title VI Reporting Process training to Division Liaisons.
- Conducted Title VI training for all rank and file employees.
- Developed and distributed a LEP Procedure and Resource Manual.
- Met with NorCal Center for Deafness to gain a perspective of the challenges that are faced by persons with hearing disabilities (EEO Officer).
- Presented Title VI obligations to Project Managers on December 5, 2008.
- Attended Title VI Interdisciplinary Team/Liaison meetings.
- Met on January 29, 2009, with PPM Deputy to establish reporting responsibilities.
- Met with Planning staff to discuss reporting responsibilities.

Title VI Training

- Conducted Title VI training for all rank and file employees in District 2 (EEO Officer).
- Attended training at Redding Illiteracy Center – Understanding Poverty (EEO Officer).

Limited English Proficiency

- Developed a LEP Procedure and Resource Manual and ensured the manual is available at all offices that have contact with the public (EEO Officer).
- Reminded District 2 Title VI Division liaisons to incorporate meeting flyers in appropriate languages.

Self-Monitoring

- Updated use of a Title VI database on a continuous basis. Currently, the maintenance of the database is assigned to the Caltrans District 2 Administrative Office.

- Continued regular access to the Office of Business and Economic Opportunity, DBE database to capture new data.

District 2 - Division of Administration - Public Information Office

- Participated in various public outreach activities. Please refer to Attachment E.

District 2 - Division of Planning and Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Conducted Tribal Transportation Planning Academy. This two-day Academy (August 24 - 25, 2009) was put on by District 2, but all North Region (Districts 1, 2, and 3) were invited to attend. The focus of the Academy was to outreach to the Tribal Governments and communicate to them about our Caltrans processes.
- Targeted Hispanic outreach for the State Route (SR) 99 Transportation Concept Report. SR 99 has a 23 percent Hispanic population and because of this demographic, targeted outreach was done in the community. Fliers were translated into Spanish and distributed throughout the community. The community Spanish radio station broadcasted the public workshops and contact information. A Spanish-speaking interpreter attended both public workshops to assist with the outreach process.
- Reported on statistical data process. The District Planning staff is using a consistent process of assigning a staff member to visually collect data for public outreaches. However, this data is not used if too few voluntary survey forms are collected from the outreach.

Title VI Training

- Reported District 2 Planning and Local Assistance staff members attended the Transportation Planning Academy. This Academy includes a Title VI component in the presentations.
- Reported District 2 Planning and Local Assistance staff members completed the Title VI training module developed by the Office of Business and Economic Opportunity, Title VI Program.

Limited English Proficiency

- Translated fliers created for the SR 99 Transportation Concept Report into Spanish and distributed to the community. This translation was at no cost because it was completed by two internal Caltrans staff members that volunteered to do the work.

- Reported at the two SR 99 Transportation Concept reports public meeting, there was a Spanish-speaking interpreter available for the community members. This service did not cost anything because the interpreter volunteered to assist with the meeting.

Self-Monitoring

- Continued to monitor if outreach events are identifying Title VI populations and targeted outreaches are being accomplished. Using the *Meeting Demographics* form, the District staff members are able to identify who attended the outreach meetings and compare it to the U.S. Census Data for that area. If the District did not get the Title VI population needed, then staff made efforts to do additional outreach to the targeted community.

District 2 - Division of Program/Project Management

- Participated in various public outreach activities. Please refer to Attachment E

Title VI Training

- Reported all 17 employees in the Division of Program/Project Management have completed the Title VI online training. During the reporting period, there were numerous meetings held regarding ways to implement and improve the Division's participation in Title VI.

Limited English Proficiency

- Posted flyers in local businesses in both English and Spanish. In addition, flyers were distributed door to door; ads were placed in the local newspaper in both English and Spanish along with ads placed on a Hispanic radio station out of Chico, CA.

Self-Monitoring

- Analyzed data for benefits/burdens. The District will continue to monitor if outreaches are identifying Title VI populations and targeted outreaches are being accomplished. Using the *Meeting Demographics* form, the District staff members are able to identify who attended the outreach meetings and compare it to the U.S. Census Data for that area. If the staff members are not getting the Title VI population they need, they will make efforts to do additional outreach to the targeted community.

District 2 - North Region Division of Construction

Reported in the North Region, the following 52 federal-aid projects were awarded from October 1, 2008 through August 27, 2009:

- District 1 – 19 federal-aid projects
 - District 2 – 13 federal-aid projects
 - District 3 – 20 federal-aid projects
- Continued to incorporate Title VI requirements into the construction contract documents. Prior to award of all contracts and before the construction phase begins, all Title VI requirements are incorporated into the construction contract documents. Mitigation efforts within the construction phase of a project are addressed in CCOs. District 2 had no CCOs during the reporting period.

Limited English Proficiency

- Reported North Region Construction – Labor Compliance performs pre-job conference meetings for every District 1, District 2 and District 3 Construction contract. Included with the prevailing wage requirements are both State and federal jobsite posters in both English and Spanish. All prime contractors must post each poster at the actual project site for use and inspection of all the contractor's employees.
- Reported North Region Construction currently has three employees that speak Spanish and Punjabi fluently to assist contractor's personnel in regards to Plans, Specifications, Labor Compliance and general construction contract administration issues.

North Region - Division of Environmental Planning

- Continued to analyze projects for potential Environmental Justice issues.
- Held one public meeting in District 2 – the South Redding Six-Lane project. The project was advertised in the local newspaper. The advertisement included contact phone numbers for language interpreters or for other special accommodations. Open house flyers were mailed to property owners and individuals interested in the project. Staff conducted community outreach to county and city partners and held one-on-one conversations with property owners during on-site field studies.

Title VI Training

- Reported North Region Environmental Planning staff members attended the Environmental Planner's Academy (April 20 - 24, 2009), which included modules on Title VI and Environmental Justice. Additionally, North Region Environmental Planning staff successfully completed the Title VI online training.

Limited English Proficiency

- Continued to provide Spanish language translations, and translators, available at meetings when appropriate.
- Reported the project displays that are the centerpiece of the North Region's public workshops require minimal English language skills to interpret. Typically, Environmental, Design and Project Management staffs are available to answer questions and provide verbal explanations of the proposed project.
- Continued to provide a court reporter to record comments at public meetings for EIS-level projects at the draft environmental document stage. The court reporter is available if attendees either cannot or prefer not to write down their comments.

Self-Monitoring

- Reported Senior Environmental Planners, Associate Environmental Planners and Environmental Planners are responsible for identifying potential Title VI issues with both minor and major projects. Caltrans Headquarters has staff members working directly on Community Impacts and are available to provide input on how to resolve Title VI issues. In addition, staff contacts Headquarters Title VI staff members if clarification is necessary.

District 2 - North Region Division of Right of Way

- Provided training to new Right of Way Agents in the District who attended Right of Way Academy I. The Title VI regulations were reinforced during Right of Way Academy II.
- Continued to discuss Title VI issues with agents to prevent any complaints. Right of Way, District 2 office has not had any incidents of Title VI discrimination during the reporting period.
- Initiated approximately 52 negotiations during the reporting period in District 2.

- Reported there were no reported concerns raised by minorities, women, elderly, disabled or low income citizens concerning their options in the negation phase. Nor were there any concerns involving Title VI issues.
- Continued to utilize Relocation Impact Studies as a tool to identify communities that will be impacted by future transportation projects. Also, the Division of Environmental Planning usually conducts Title VI studies and community outreach to identify community representatives. They do this to give the representatives the opportunity to become involved in the project's potential location and during the environmental phase. Right of Way uses brochures and booklets in different languages regarding property owner's rights in the communities affected.

During the appraisal and negation phases, Right of Way Agents make diary notes if special needs are required such as translators or a modified format i.e., Braille. Senior Right of Way Agents in these functions usually review the files and confer with staff about any special needs of their clients.

- Continued to advertise in local newspapers, direct mailings to affected property owners, and radio news notification through the Public Affairs Office. Minorities, women, elderly, disabled and low-income community representatives were encouraged to become involved in the location and environmental phase. They were involved through local newspapers, direct letters including booklets and brochures with property owner's rights information, radio and TV notifications of public hearings.
- Conducted two relocations in District 2 during the reporting period. There were no concerns raised by any citizens.

Title VI Training

- Provided Title VI training and discussions with agents during team meetings and manual training. In addition, District 2 employees attended a four-hour training conducted by a Senior Right of Way Agent. The training included the new procedures regarding the *Language Identification Flashcard* as well as Right of Way's responsibilities and reporting requirements relating to Title VI.

Limited English Proficiency

- Reported there were no costs involved for translation services for LEP individuals. In addition, there were no special records kept for this special service, as they are included in the translator's regular workload. Right of Way uses Title VI pamphlets in 15 languages posted on the

Office of Business and Economic Opportunity Web site and added the *Language Identification Flashcard* which has 30 different languages available for the public to access.

- Continued to provide translators. Right of Way's workforce is diverse and represents the different groups/cultures in California. There are several certified staff translators that speak Spanish and Punjabi.
- Provided access to the new, *Language Identification Flashcard*. Employees were also made aware of the Title VI procedures.

Self-Monitoring

- Reported Senior Right of Way Agents and the Title VI Liaison routinely monitor functional activities in Appraisals, Relocation Assistance, Property Management and Excess Land by reviewing diary entries.
- Continued communication between Office of Business and Economic Opportunity, Title VI Program and Right of Way to provide excellent service to the public and avoid complaints.

District 3 - Marysville

District 3 - Division of Planning and Local Assistance

- Met with Enterprise Rancheria to discuss Caltrans planning process, activities, projects, transportation planning grants, Memorandum of Understanding (MOU), and Native American outreach and collaboration responsibilities.
- Provided District 3, Native American Tribes with information on the CTP 2035.
- Provided assistance to Mooretown Rancheria in developing and finalizing the Tribal Transportation Plan, and provided guidance as grant administrator.
- Conducted a public outreach effort to advertise Caltrans administered Transportation Planning Grants for FY 2009-10.
- Attended Caltrans Native American Advisory Committee meetings.
- Attended Caltrans Native American Liaison meetings.

- Continued with efforts to inform District staff about Tribal Sovereignty and the need to deal with Native American Tribes on a government-to-government basis.
- Continued monitoring District and local transportation planning to ensure Tribal issues are considered.
- Reviewed and updated the District 3, Native American Tribal contact list to ensure that all Tribal responsibilities are met and all government-to-government relationships have been established and are maintained.
- Reviewed and commented on appropriate OWPs to ensure Tribal responsibilities were included in the documents.
- Reviewed the OWPs or RTPs from Butte County Association of Governments, Colusa County Transportation Commission, El Dorado County Transportation Commission, Glenn County Transportation Commission, Nevada County Transportation Commission, Placer County Transportation Commission, Sacramento Area Council of Governments, Sierra County Transportation Commission, and Tahoe Metropolitan Planning Organization for compliance with Title VI requirements.
- Continued to work with Environmental Justice grantees to ensure Title VI is carried out through the entire process, from scoping the communities involved to ensuring materials are translated into appropriate languages. For example, with the North Beale Road Corridor Revitalization grant, county staff, community leaders, local government, schools, Sacramento Area Council of Governments, local businesses, and community residents participated in a multi-day design charrette to identify concerns, priorities and potential improvements to North Beale Road. The charrette consisted of focus group meetings, a community kick-off meeting, workshops, and closing presentations. Flyers for the event were produced in English, Spanish and Hmong for community-wide distribution.
- Attended General Plan Update meetings with counties and cities that have updates in process.
- Reviewed Title VI reports (Urban Mass Transportation Administration Civil Rights Assurances) with all 5311 Transit Agencies. Requested certification from each agency for District/Headquarters files.
- Worked with property owners in a low-income area of the City of Sacramento to release Caltrans right of way to them. This action helps alleviate nuisance issues that are detrimental to the community.

Title VI Training - All Divisions

- Encouraged all employees to complete the Title VI online training. (District Executive Management).

District 3 - North Region Division of Construction

- Reported in the North Region, 52 federal-aid projects were awarded from October 1, 2008 through August 27, 2009. This included 20 federal-aid projects in District 3. Prior to award of all contracts and before the construction phase begins; all Title VI requirements are incorporated into the construction contract documents.
- Reported mitigation efforts within the construction phase of a project are addressed in CCOs. There were 11 Title VI mitigation CCOs in North Region during the reporting period. District 3 had nine CCOs during the construction phase for ADA compliance.

Limited English Proficiency

- Held Labor Compliance pre-job conference meetings for every North Region Construction contract. Included with the prevailing wage requirements are both State and federal job site posters in both English and Spanish. All prime contractors must post each poster at the actual project site for use and inspection of all the contractor's employees.
- North Region Construction currently has three employees that speak Spanish and Punjabi fluently to assist the contractor's personnel in regards to plans, specifications, labor compliance and general construction contract administration issues.

District 3 - North Region Division of Environmental Planning

- Held Gold Run/Colfax Narrows Community meetings. Meetings were held with regard to closure of I-80 and detours of truck traffic onto Highway 20 and Highway 49. Radio advertisements were run announcing the meetings. In addition, a Web site was created to inform the traveling public of the project closures and/or detours.

Title VI Training

- Reported North Region Environmental Planning staff members attended the Environmental Planner's Academy (April 20 - 24, 2009), which included modules on Title VI and Environmental Justice.

Limited English Proficiency

- Distributed a flyer on YOL 16 Major Safety Improvement Project announcing the availability of an environmental document and public open house was printed in English and Spanish. The flyer was sent to all affected property owners and given to the Madison Migrant Housing Center with a request to post. The handout at the meeting was printed in English and Spanish.
- Continued to provide Spanish language translations, and translators at meetings when appropriate.
- Ensured the project displays that are the centerpiece of the North Region's public workshops require minimal English language skills to interpret. Typically, Environmental, Design and Project Management staff members are available to answer questions and provide verbal explanations of the proposed project.
- Provided a court reporter to record comments at public meetings for EIS-level projects at the draft environmental document stage. The court reporter was available if attendees either could not or preferred not to write down their comments.

Self-Monitoring

- Reported Senior Environmental Planners, Associate Environmental Planners and Environmental Planners are responsible for identifying potential Title VI issues with both minor and major projects. Caltrans Headquarters has staff members working directly on Community Impacts and is available to provide input on how to resolve Title VI issues. In addition, Office of Business and Economic Opportunity, Title VI Program staff members may be contacted if clarification is necessary.

District 4 - Oakland

District 4 - Division of Administration - Equal Employment Opportunity

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in the Title VI Interdisciplinary Team/Liaison meetings.

Title VI Training

- Trained District employees. Title VI training commenced August, 2008 for all District 4 staff members. Regularly scheduled classes were conducted through May 2009, when the Office of Business and Economic Opportunity, Title VI Program staff implemented online training. Thereafter, Title VI training was provided to groups by special request.
- Provided Title VI training during the Specialty Region Quarterly Safety meeting.
- Distributed a memo on May 5, 2009, to all District 4 employees introducing the new Title VI online training module. The memo featured detailed information, instructions, and a direct link to the Title VI online training.
- Presented Title VI Overview training at the Project Engineers (PE) quarterly meeting. The Title VI PowerPoint presentation was placed on the PE (District 4 EEO Office Chief).
- Presented Title VI information at the District Branch Chiefs meeting held on June 4, 2009 (District 4 EEO Office Chief/Title VI Liaison).
- Reported 479 District 4 employees received Title VI training prior to implementation of the Title VI online training module.
- Reported 525 employees received Title VI training at various locations/meetings.
- Reported 200 new employees received Title VI Overview training at two New Employee Orientation (NEO) classes.

Limited English Proficiency

- Continued to include LEP Overview training in the Title VI training course.
- Provided the Caltrans Volunteer/Certified Bilingual Listing on the District 4 EEO intranet site, and by request from the EEO Office.
- Distributed the U.S. Census Bureau, *I Speak* cards during all Title VI courses and made available on the District 4 Intranet site and the Office of Business and Economic Opportunity, Title VI Program Web site.
- Continued to provide web links and information pertaining to LEP services, regulations, publications, and forms on the District's Intranet Web site.

- Distributed the Bilingual Services memo to all District 4 Branch Chiefs on August 18, 2009. The memo detailed information on departmental translation services and the contracted language service provider, Language Line Services.
- Reported one request was made for an American Sign Language interpreter in FFY 2009. This request was made during the time in which there was no contracted language service provider, and they were referred to an alternate provider recommended by Headquarters.

Self-Monitoring

- Distributed a memo on August 18, 2009, to all District 4 Branch Chiefs regarding the utilization of public participation surveys and the visual tally at all public outreach events, meetings and workshops.

District 4 - Division of Administration - Public Information Office

- Participated in various public outreach activities. Please refer to Attachment E.
- Distributed notices for public meetings in local newspapers, on Web sites, media press releases, and fliers to residents and business owners in affected areas of project activity.
- Hosted open public meetings in selected ADA-compliant venues, which allowed access for elderly and disabled community members to attend.

Limited English Proficiency

- Distributed Spanish language advertisements, announcements, and notices for Interstate 80/San Pablo Dam Road to residents in the nearby planned construction area.
- Placed a Spanish language advertisement in the *Marin Independent Journal* and the *Santa Rosa Press Democrat* newspaper for the Marin-Sonoma Narrows Project. This ad publicized the availability for the public to review the projects final environmental document.

District 4 - Division of Construction

- Presented at the Quarterly Seniors meeting on June 12, 2009, reviewing and explaining the new Construction Policy Bulletin (CPB) 09-3 and CPB 09-4 to all Construction Seniors and Management (Labor Compliance).
- Continued to participate in pre-construction meetings throughout the nine Bay Area counties for all construction (Labor Compliance Officers).

Title VI Training

- Held eight Title VI and Related Statutes training sessions. Approximately 480 employees attended.
- Reported 540 of 802 employees from the Divisions of Highway Construction and Toll Bridge Construction have completed the Title VI online training between June 1, 2009 and August 8, 2009.

Self-Monitoring

- Reported Resident Engineers and Inspectors continued to monitor the construction work to ensure the DBEs and Underutilized DBEs (UDBEs) perform the items of work stipulated in the contract. They also continued to refer any discrimination complaints to the California Department of Fair Employment Housing Agency.

District 4 - Division of Design

- Continued to provide professional development academies at which District and local agency employees can receive instruction from experts in various transportation-related fields, including Title VI considerations.
- Continued to provide Context Sensitive Solutions for California (CSS) training. The Caltrans Division of Design, Landscape Architecture Program managed and sponsored delivery of eight, two-day CSS training classes, training approximately 200 Caltrans and local agency staff. This training project was delivered through an agreement with the University of California, Institute of Transportation Studies – Technology Transfer Program, who brought in an instructional team from CH2M HILL to develop and deliver the training series.

Title VI Training

- Conducted four Project Engineer meetings. During the meeting held on April 22, 2009, Title VI Overview training was presented by the District 4 Office Chief of Equal Employment Opportunity. A total of 144 Project engineers attended the training.
- Participated in the new Caltrans Title VI online training. A total of 17 Engineers have taken this training.

Limited English Proficiency

- Researched options to translate Division of Design manuals and other publications into formats useable for the vision impaired.

Self-Monitoring

- Continued to conduct Title VI self-monitoring activities by using the standard operating procedures described in the PDPM to help the Division of Design achieve uniformity when notifying the public or conducting public meetings. Peer review of documents helped the Division of Design monitor the wording used to describe a project and assess community impact.
- Attended ADA and Civil Rights training regularly to ensure a strong knowledge of concerns pertaining to Title VI issues.

District 4 - Division of Environmental Planning and Engineering

- Participated in the Environmental Planner Academy where a presentation was given on Environmental Justice in the Caltrans Environmental Process.
- Participated in several FHWA sponsored seminars and webinars, and anticipate participating in additional FHWA training and enrichment programs.

Title VI Training

- Offered Title VI online training, May - August 2009. All 155 employees in the Division were required to complete the Title VI online training.

Limited English Proficiency

- Encouraged employees who speak foreign languages to serve as interpreters/translators at public meetings and to assist in the preparation of public notices in languages other than English.
- Ensured technical reports and environmental documents are available upon request, in languages other than English, in Braille, large print, and audio cassette or computer disk for individuals with sensory disabilities.

District 4 - Division of Program Project Management

- Utilized Public Participation Survey forms at the I-80 San Pablo Dam Road Interchange Project public meeting, held on August 19, 2009.

District 4 - Division of Right of Way

- Continued to discuss Title VI issues with agents to prevent any complaints. District 4 Right of Way had no reported incidents of Title VI discrimination during the reporting period.

- Continued communication between the Office of Business and Economic Opportunity and Right of Way to provide excellent service to the public and avoid complaints.
- Initiated 36 acquisition negotiations. All acquisition files were in compliance with Title VI. There were no reported concerns raised by minorities, women, elderly, disabled, or low-income citizens concerning their options in the negotiation phase.
- Continued to utilize Relocation Impact Studies as a tool to identify communities that will be impacted by future transportation projects.
- Completed ten relocations. All relocation files were in compliance with Title VI. No concerns were raised involving Title VI in relation to the Relocation Assistance Program.

Title VI Training

- Reported all Right of Way employees completed the Title VI online training.

Limited English Proficiency

- Continued to use Caltrans data developed at the planning stage of the project to offer brochures and booklets in different languages regarding property owners' rights in the affected communities.
- Continued to offer English and Spanish bilingual services using staff translators, especially in the Acquisition and Relocation Assistance Program functions. District 4, Right of Way also has staff members who are fluent in Cantonese, Farsi, Greek, Mandarin, Russian, Tagalog and Vietnamese.

District 4 - Division of Transportation Planning and Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Addressed Title VI related issues in Project Initiation Documents (PIDs) during FFY 2009.
- Considered Title VI related issues in review of various planning documents.
- Transmitted information to federally-recognized Native American Tribes in District 4 regarding the Tribal Technical Assistance Program (TTAP) Encroachment Permit Training held on October 30, 2008 to disseminate information on Caltrans' Encroachment Permit process; the Indian Law Tax Alert which outlined impact of *Kiddie Tax* on Tribal Minor's Trusts; and

Caltrans District 4 Grants Workshop and grants information relating to the federal and State transportation planning grants program for FFY 2009-2010 cycle.

- Participated and helped facilitate Headquarters initiated Tribal Transportation Academy held at the National Indian Justice Center in Santa Rosa, August 20 - 22, 2009.
- Attended Caltrans Native American Advisory Committee meetings in Woodland, CA.
- Held the third Tribal Summit in October 2008, with the Metropolitan Transportation Commission (MTC), the Association of Bay Area Governments, and Bay Area Federally-recognized Tribes in relation to the development of the RTP and FOCUS efforts.
- Attended Government-to-Government consultations with Graton Rancheria, MTC, and the District's Native American Cultural Resource staff as an outcome of the October Tribal Summit. Discussed possible MOU/Mitigation Agreement between MTC and Graton Rancheria in relation to the development of the RTP.
- Attended two meetings (Woodland and Rumsey in October and November 2008) on BIA's IRRs consultation with Northern California Tribes.
- Completed assistance and provided the District's Letter of Support (signed by the District Director) to Dry Creek Rancheria in its effort to submit SR segments into the (BIA) (IRR) inventory update.
- Signed a contract with Dry Creek Rancheria to establish a Fund Transfer Agreement for its 2008/2009 Environmental Justice Grant, Dry Creek Rancheria Long Term Transportation Plan. Also, attended its kick-off meeting.
- Accompanied Headquarters Tribal transportation consultants, IBI Group, to Stewarts Point, Colverdale, and Graton Rancherias to provide Tribal Needs Assessment.
- Assisted in completion and provided the District's Letter of Support (signed by the District Director) to Federated Indians of Graton Rancheria and Stewarts Point Rancheria in their effort to submit SR segments into the (BIA) (IRR) inventory update.
- Attended the Office of Emergency Services, Tribal Recovery Workshop in Ukiah, CA.

- Continued coordination efforts between Dry Creek Rancheria and District 4 functional units regarding improvements to SR 128/BIA 93.
- Mailed Transportation Planning Grant Workshop invitations to 1200 local agencies and community groups including the Title VI community groups in January 2009.

Title VI Training

- Required completion of Title VI online training for supervisors and encouraged all other staff to do the same.

Self-Monitoring

- Conducted *Meet and Greet* with Stewarts Points Rancheria. Shared various transportation planning grants, and other Caltrans initiated activities that may impact the Tribe IRRs inventory update, Safe Routes to School Program, Emergency Preparedness in rural areas, the Federal Transit Administration 5311 program, etc.).

District 5 - San Luis Obispo

District 5 - Division of Administration - Equal Employment Opportunity

- Added the Title VI online training link to the District 5 home page.
- Participated in the Office of Business and Economic Opportunity, Title VI Program, *Annual Compliance Review Assessment and Recommendations Report*.

Title VI Training

- Provided an introduction to Title VI during the New Employee Orientation training.
- Encouraged employees to complete the Title VI online training and forward a copy of the certificate for tracking purposes.

Limited English Proficiency

- Translated various documents and notices. Primary language translation is Spanish.

District 5 - Division of Administration - Public Affairs

- Continued to track Title VI outreach events.

- Participated in the following public information outreach events:
 - Six television interviews, Latino Outreach Council event at the San Luis Obispo Farmers Market, Univision station tour, Highway 1 document translation, Highway 101 Public Hearing translation, Highway 1/17 Ribbon-Cutting, Alisal (Salinas) High School Outreach.

District 5 - Central Region Division of Construction

- Attended public meetings that were held to inform the public of transportation construction projects.
- Attended city council meetings to update the council on the status of construction projects.
- Utilized several methods to inform the public of transportation projects, such as radio, newspapers and Web sites. Advertisements were placed in newspapers of record that subsequently provided the opportunity for public review and comment regarding specific construction projects.

Title VI Training

- Reported Title VI training is conducted as part of the Construction Boot Camp. Approximately nine employees attended these Academies held in District 5.
- Encouraged all staff to participate in the Title VI online training. Currently over 50 percent of the Senior Transportation Engineers have completed this training.

District 5 - Central Region Division of Right of Way

- Reported District 5, Right of Way did not report any relocations as it is a regional function. There were a total of 100 relocations completed in the Central Region during the reporting period.
- Completed 79 negotiations during the reporting period.
- Reported there were no concerns raised.

District 6 - Fresno

District 6 - Division of Administration - Equal Employment Opportunity

- Participated in monthly VTC meetings with Office of Equal Opportunity, Title VI Liaisons, ADA Headquarters and District team which provides updates and policy changes on Title VI, LEP, EEO, and ADA activities.
- Maintained Web site that provides EEO policies, standards and resources to enhance and comply with Title VI.
- Posted the Civil Rights, Equal Employment Opportunity Program, posters in all operational and public areas within District 6 facilities and field offices.
- Distributed Title VI brochures.
- Provided quarterly articles for the District newsletter on EEO, Title VI and ADA information.
- Participated in and coordinated responses on July 31, 2009, for the Title VI annual compliance review conducted by the Office of Business and Economic Opportunity, Title VI Program staff members.

Title VI Training

- Provided information to all District 6 employees on June 26, 2009, regarding the Title VI online training available on the Office of Business and Economic Opportunity, Title VI Program web page.
- Provided a quarterly newsletter to District employees outlining the Title VI online training. It was distributed during the last week of August 2009.

Limited English Proficiency

- Maintained *I Speak* cards in 12 languages along with a list of District volunteer interpreters for public contact staff in the District.
- Maintained the LEP process with volunteers in the District who speak foreign languages to serve as volunteer interpreters/translators on an as-needed basis.

Self-Monitoring

- Provided assistance and review in obtaining Title VI Annual Element Updates from each program area.

District 6 - Division of Administration - Public Information Office

Limited English Proficiency

- Published Notice (15) in local newspapers (English and Spanish) at the request of Environmental Planning.

District 6 - Division of Administration - Small Business

- Participated in various public outreach activities. Please refer to Attachment E.

District 6 - Division of Design

- Continued to review all Design project plans for Title VI compliance.
- Addressed Title VI considerations through stakeholder involvement mechanisms throughout the project development process by striving to ensure that all efforts are made to identify all persons affected by a project and provide them an opportunity to participate in the decision-making process.
- Addressed Title VI considerations by providing technical assistance, training, and guidance to the District's Design staff members involved in project development as covered in the PDPM. In addition, Headquarters provided assistance to the Districts through the Design Reviewers and Design Coordinators.
- Continued to provide assistance on integrating the Context Sensitive Solution (CSS) process of stakeholder involvement into all design activities. Some of the ongoing efforts of the CSS process ensure that the project development process promotes early and interactive stakeholder input. The District includes community members on many Project Development Teams and in Value-Analysis Studies.
- Reported some Project Engineers participated in the Project Engineer Academy.

District 6 - Division of Transportation Planning and Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Managed 17 Transportation Planning grant funded projects consisting of nine Environmental Justice Grants, three Community Based Transportation Planning Grants, one FTA Statewide Transit grant, one Transit Technical Planning, one Transit Professional and two Partnership Planning Grants. They include:

- Environmental Justice Grant Projects. The Environmental Justice grants are the following: Lincoln Oval Park Traffic Study in the City of Visalia, Orange Cove Community Transportation Study in the City of Orange Cove, Community Center Transportation Study in the City of Lindsay, Fairmead Neighborhood Mobility and Revitalization Strategies in Madera County, Farmersville Economic Revitalization: Roads to the Future in the City of Farmersville, Kettleman City, Safety and Community Study in Kings County, Picayune Rancheria of the Chukchansi Indians Development Project in Madera County, and Central Valley Tribal Collaboration Transportation Planning Project managed by Kern County Council of Governments but covers the San Joaquin Valley region.
 - Community Based Transportation projects. West Tulare Transportation Plan; Safe Routes to School and Non-Motorized Transit Targeting the Low-Income Latino Neighborhood South of SR 137 in the City of Tulare, Preserving and Enhancing a Vital Center through Traffic Calming, Pedestrian Design and Models for Infill Development in the City of Kingsburg, and Madera Ranchos Planning Project in Madera County.
 - Transit Planning Grants. The following are Transit Planning Grants: Western Kern Transportation Development Plan (Wasco, McFarland and Shafter), Central Valley Transit Professional Development, County of Tulare Transit Development Plan, Fresno Madera Tulare Kings Multi-Modal System Partnership, and Freeway Deficiency Study in Fresno and Madera Counties - Phase II.
- Reported District 6 Planning staff members received 18 Transportation Planning Grant applications (FY 2009-10) that derived from outreach efforts as public engagement by the Grants Coordinator and Environmental Justice Coordination staff. District 6 received 10 Environmental Justice Grant, five Community Based Transportation Grant, and three Transit Technical Planning Grant applications. Outreach for Transportation Planning Grants is conducted as part of District 6 Environmental Justice efforts. They include:
 - Environmental Justice Grant Applications: Feasibility Study: Phase III Downtown Improvement, City of Lindsay; Neighborhood Revitalization Plan for Southwest Delano, City of Delano; Calwa Community Revitalization Project, City of Fresno; Parlier Community Transport Project, City of Parlier; Tulare County Regional Mobility Access Project, Tulare County Association of Governments; Earlimart Safety and Community Study, Tulare County Resource Management Agency; Improving Mobility, Access, Safety in the City of San Joaquin, City of San Joaquin; Economic Development Plan, City of Maricopa; City of

Madera Downtown Master Plan, City of Madera; and The Bicycle Pedestrian Safety Assessment Community Action Plan, City of Fresno.

- **Community Based Transportation Planning Grant Applications:** Belmont Corridor Project, City of Fresno, Central Kingsburg Smart Land Use & Transportation Implementation Strategy, City of Kingsburg, Old Fig Garden Community Transportation & Land Use Plan, County of Fresno, West Pine Avenue Community Based Transportation Plan, City of Tulare, and Arvin Blueprint-Compliant Low-Carbon General Plan Element & Zoning Code, City of Arvin.
- **Transit Technical Planning Grant Applications:** City of Woodlake 2010 Short Range Transit Plan, Development of Transit Facilities Master Plan, City of Madera, and Kern Valley Transportation Development Plan, Kern County Council of Governments.
- Continued to work with Central California Regional Obesity Prevention Program (CCROPP), San Joaquin Valley healthcare advocates, in their efforts to educate Environmental Justice communities about the relationship between land use and transportation and the effect on health. The Environmental Justice Coordinator offered information about Caltrans Transportation Planning Grants and highlighted some of the projects that have been funded and accomplished within District 6. The Central California Regional Obesity Prevention Program encourages communities to promote land use patterns and infrastructure that facilitate walking and biking. Fairmead Neighborhood Mobility and Revitalization Strategies, Place Matter: Incorporated vs. Unincorporated Communities and Disparities in Motor Vehicle Fatalities, Kettleman City Safety and Community Study, Earlimart Safety and Community Study, Improving Mobility, Access, and Safety in the City of San Joaquin, The Bicycle and Pedestrian Safety Assessment and Community Action Plan, City of Madera Downtown Master Plan, Neighborhood Revitalization Plan for Southwest Delano, and City of Maricopa's Economic Development Plan applications came out of CCROPP efforts.
- Continued to update the Native American Consultation database and created a Non-Federally Acknowledged Tribal Communities database during the month of August 2009.
- Worked with District 6 Director and Deputy Director of Planning and Local Assistance to provide Table Mountain Rancheria Tribe, Picayune Rancheria of Chukchansi Indians Tribe, Cold Springs Rancheria Tribe, Big Sandy Rancheria Tribe, Santa Rosa Rancheria Tachi Yokut Tribe and Tule River Indian Tribe letters authorizing Tribal Governments to include SR 41, SR 65, SR 145, SR 168, SR 180, SR 190, and SR 198, as part of their Indian

Reservations Road Program Inventories for the possibility of future funding from the BIA. Caltrans District 6 Native American Liaison will continue to work with the Tribal Governments to accomplish the tasks of the FHWA and Caltrans funded IRRs Inventory Program (Native American Liaison).

- Reported Environmental Justice Coordination staff worked with Fresno County Council of Governments (Fresno COG), California Rural Legal Assistance and Central California Regional Obesity Prevention Program in the development of the Fresno COG's Environmental Justice Plan.
- Reported Transportation Planning staff members and the Native American Liaison are working with Kern COG and the Tubatulabals of Kern Valley County in coordination efforts of the Environmental Justice Grant funded Central Valley Tribal Collaboration Transportation Planning Project. Efforts included coordination work with District 10, eight San Joaquin Valley MPOs and Tribal Governments and communities from the San Joaquin Valley region.

Title VI Training

- Participated in Climate Gap: Inequalities in How Climate Change Hurts Americans and How to Close the Gap. The presentation was conducted by the author, Rachel Morello-Frosch (Environmental Justice Coordinator).

Limited English Proficiency

- Provided Spanish speaking interpreters at the following events:
 - The City of Visalia's Lincoln Oval Park provided Spanish translation at all events, three community meetings and a joint City Council and Planning Commission meeting.
 - The Environmental Justice Coordinator continued to offer Caltrans Transportation Planning Grant and any other transportation planning related information in Spanish when necessary.
 - The Environmental Justice Coordinator attended the Central California Regional Obesity Prevention Program's Land Use Planning Spanish class.

Self-Monitoring

- Continued working with all the Transportation Planning functions (Regional Planning, Transit Planning, Intergovernmental Review/California Environmental Quality Act (IGR/CEQA) Review, System Planning, CSMP,

and Community Based Planning, etc.) to better integrate Title VI/Environmental Justice requirements (Title VI/Environment Justice Coordination staff).

District 6 - Central Region Division of Construction

- Attended public meetings that were held to inform the public of transportation construction projects.
- Attended city council meetings to update the council on the status of construction projects.
- Utilized several methods to inform the public of transportation projects, such as radio, newspapers and Web sites. Advertisements were placed in newspapers of record that subsequently provided the opportunity for public review and comment regarding specific construction projects.

Title VI Training

- Conducted Title VI training as part of the Resident Engineers Academies. Two employees attended in District 6.
- Conducted Title VI training as part of the Construction Boot Camp. Seven employees attended in District 6.
- Encouraged all staff to participate in the Title VI online training.

District 6 - Central Region Division of Right of Way

- Conducted several public outreach meetings targeted at minorities, women, elderly, disabled and low-income concerning the South Stockton SR 99 and SR 12 projects to inform the communities about these coming projects. As a result, there has been less resistance to the projects.
- Reported there were no reported incidents of discrimination or accusations of discrimination during the reporting period.
- Completed 520 negotiations for the Central Region. Of the 520, 137 negotiations were completed in District 6. The negotiator's log did not reflect any disparity in the conduct of negotiations between minorities and non-minorities. There were 315 minorities, 125 women, 50 elderly and 100 low-income.

- Reported there were 100 relocations completed for the Central Region. Right of Way does not identify what communities are represented in the negotiation phase. Agents note if special needs are required such as translators or a modified format such as Braille and obtain the necessary assistance.
- Reported there were no concerns raised by minorities, women, elderly, disabled or low-income on replacement housing, referral housing, appraisals, relocation assistance, payments and property management during the reporting period.

Title VI Training

- Reported all agents attended Headquarters Title VI training.

Self-Monitoring

- Reported Appraisals: The Title VI informational brochure is sent along with each Notice of Decision to appraise letter. In their review of each appraisal, the Senior confirms that the appropriate materials were sent to the grantor and adherence to Title VI policies. The appraisal staff members have been trained on the importance of sending this information and on the importance of an appraisal being an unbiased product.
- Reported Acquisition: The Acquisition Agent verifies Title VI information given by the appraiser, both in the parcel diary and verbally with the grantor/lessee. If needed, new Title VI information is given.

District 7 - Los Angeles

District 7 - Division of External Affairs - Equal Employment Opportunity

- Participated in various public outreach activities. Please refer to Attachment E.
- Provided Title VI information during the pre-construction meetings to many new contractors (EEO Officer).
- Established and updated the Intranet Web site for District 7 EEO. Title VI information and forms are available to download for all District employees.
- Established great interaction with the Division's Title VI representatives (Title VI Liaisons).

Title VI Training

- Presented EEO Awareness training to the divisions on an as needed or requested basis. The presentation focuses on an overview of the Title VI Program.
- Conducted Title VI training for managers, supervisors, and rank and file employees. Title VI online training was made available to all District employees.

Limited English Proficiency

- Provided all pamphlets in various languages.
- Reported there is one Spanish-speaking EEO representative.
- Translated letters and memos upon request.
- Developed a list of volunteers that will assist in interpreting on an as needed basis.

Self-Monitoring

- Continued to use spreadsheets to monitor and track all Title VI activities.
- Continued to keep records of all pre-construction meetings attended on file.
- Prepared quarterly and annual Title VI reports.

District 7 - Division of External Affairs - Public Affairs

- Participated in various public outreach activities. Please refer to Attachment E.

District 7 - Division of Construction

- Participated in various public outreach activities. Please refer to Attachment E.
- Held mandatory pre-bid meetings for construction contracts. The purpose of these meetings was to increase the pool of DBE, Disabled Veteran Business Enterprises and small business contractors and to promote interactions between prime and potential subcontractors and eventually lead to business contracts. The participation of these meetings held thus far was strong. The February 2, 2009, meeting attendance was estimated to be 100, and July 2, 2009, was approximately 70. The participants were recruited

electronically by email and web-based advertisement using the database obtained from the Office of Business and Economic Opportunity and the DGS.

Title VI Training

- Continued to provide the Construction Policy Bulletin (CPB) 03-9 for Title VI Complaint Resolution which is a standing policy and is available on the Internet to all employees. The CPB 03-9 policy establishes a complaint procedure that advises Construction staff members of requirements as stated in the Civil Rights Act of 1964. Section 8-207, *Employee Complaints – Discrimination Complaint Processing* of the *Caltrans Construction Manual* was updated in July 2004 to include reference to the Employee Interview – Labor Compliance/EEO form in Spanish. The Spanish version of this form is now included in the Appendices of the *Construction Manual*.
- Received training in October 2008, in Sacramento. Two Labor Compliance Officers attended this training. EEO, federal and State wage law and monitoring and enforcement were discussed (Labor Compliance Unit).
- Awarded 78 contracts during the period from October 1, 2008 to August 28, 2009, the date of this report. A pre-construction conference was conducted on each contract prior to the contractor commencing work. Resident Engineers and Labor Compliance Officers informed the contractors of EEO/Discrimination information that was taken directly from the FHWA 1273 as included in all federal-aid contracts. The training material includes Spanish and English posting of required federal posters, minority utilization goals, contractor EEO plan, and the annual EEO report required in July of each year.

Limited English Proficiency

- Provided information over the telephone in Spanish four times by the staff in the Labor Compliance Unit during FFY 2009. Such services were directly related to construction projects and no additional associated cost was identified.
- Provided 84 Labor Compliance posters in Spanish to prime contractors during this reporting period as of August 27, 2009 (Labor Compliance Unit).
- Reported one potential wage case involved 13 interviews either by phone or in person that required Spanish-English translation.

District 7 - Division of Design

- Developed transportation improvement projects that are consistent with the requirements of Title VI. This includes the completion of a project to construct curb ramps on SR 1 in the City of Long Beach to address ADA compliance issues.
- Participated in public hearings and outreach meetings to ensure that impacted members of the community are given the opportunity to provide input into the design of transportation improvement projects.

Title VI Training

- Encouraged employees to complete the Title VI online training.

District 7 - Division of Planning and Local Assistance

- Reported the Community Based Transportation Planning (CBTP) Branch in coordination with Headquarters Office of Community Planning hosted a workshop to inform and assist potential grantees on the requirements for the application and preparation of CBTP, Environmental Justice, and Partnership Planning, and Transit Planning demonstration grants proposals (Transportation Planning Grant Program).
- Used a District database as well as a Headquarters database to contact approximately 300 community based organizations, advocacy groups, consultants, Councils of Governments, and cities representing various ethnic groups throughout the region regarding District 7 projects.
- Toured the new alignment of the Gold Line extension into East Los Angeles. The purpose was to form a partnership with Metropolitan Transportation Authority (MTA) and the Los Angeles Bicycle Coalition and to establish community outreach with Title VI stakeholders.
- Reported completion of the Central City Community Participation and Transportation Plan Grant involving the revitalization of Central City neighborhoods.
- Participated in six public meetings and monthly meetings for general plans and transportation projects CBTP.
- Continued to use a combination of workshops forums, advisory committees, surveys, public hearings, the Internet, public access television, focus groups and publications to inform, engage and respond to regional issues and public questions and concerns (Caltrans along with MPOs and RTPAs).

- Continued to use Demographic Surveys at the workshops to obtain characteristics such as: ethnic groups, income, gender, age, primary and secondary languages, minority populations represented, and disabilities. This information is used to update the District's electronic and geographic information system (GIS) demographic databases.
- Continued to provide information about Caltrans planning studies, grants, and other opportunities to a very broad target audience (Community Planning Branch).
- Continued to use the following methods to ensure public participation:
 - Direct mailings of announcements to CBO.
 - Email COGS within the District.
 - Newspaper advertisements-working with the Public Affairs office.
 - Flyers and announcements at meetings with local, state and regional meetings and/or workshops.

Title VI Training

- Reported all CBTP District and office staff members attended Title VI training provided by EEO.

Limited English Proficiency

- Continued to support CBTP in the distribution of written and spoken outreach materials in the languages that are appropriate to District 7 particular region (Public Affairs, Districts and Headquarters).
- Continued to provide at all workshops and meetings held by CBTP, assistance for the hearing impaired and translators for the non-English speaking. All of the focus groups included sessions in various languages. Interpreters and facilitators from the various ethnic groups also participated.
- Reported translation was done in the following seven languages (English, Spanish, Korean, Chinese, Japanese, Indonesian and Pampangan).

Self-Monitoring

- Continued monitoring the Title VI activities through quarterly/annual reporting.
- Reported CBTP is in the process of developing a set of performance measures to evaluate and monitor Title VI activities.

District 7 - Division of Right of Way

- Reported District 7 has 170 projects on the Capital Project Delivery Plan for this fiscal year, of which Right of Way participated to some degree in 10 percent.
- Reported there were no contract change orders in Right of Way during the reporting period.

Title VI Training

- Attended Title VI training offered by the Headquarters Title VI staff members. Also, employees completed the Title VI online training.

Limited English Proficiency

- Distributed brochures and booklets in English and Spanish. Right of Way also provided translators at public meetings for anyone with LEP.
- Reported Right of Way does not track the expenses of LEP projects. The time spent translating was approximately 60 hours during the reporting period.

Self-Monitoring

- Reported Title VI discrimination issues have not been a problem with the Division of Right of Way. The staff members are diverse, reflecting the makeup of the region and are sensitive to the needs of the public in all its diversity.

District 8 - San Bernardino

District 8 - Division of Administration - Equal Employment Opportunity/Public Affairs/Small Business Unit

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in several outreach events including: Panel member on two small business events providing information on *How to Do Business with Caltrans*; participated in District 8 Construction Quarterly Industry Outreach meetings, which focus on interaction with the business community on transportation issues; provided an information booth at two small business and Disabled Veteran Business Enterprise (DVBE) conferences.

- Provided Title VI brochures to Public Affairs which are available at all public meetings and outreach events regarding District 8 projects (Title VI Liaison).
- Coordinated the District's Title VI annual compliance review which was completed and submitted to the Title VI Program, Headquarters, on June 11, 2009.
- Participated in three Title VI Interdisciplinary Team/Liaison quarterly meetings.

Title VI Training

- Conducted 11 Title VI training classes to staff members in the District. A total of 197 District staff attended Title VI training classes (Title VI Liaison)
- Attended 23 pre-construction meetings during the reporting period to provide guidance to contractors regarding Title VI compliance (Title VI Liaison).
- Participated in Title VI online training A total of 568 District employees completed the training.

Limited English Proficiency

- Translated the flyer for I-15 Mountain Pass Project into Spanish (Title VI Liaison).

District 8 - Division of Construction

- Participated in various public outreach activities. Please refer to Attachment E.
- Increased public awareness. Public outreach effort has been a District focus for the past year. Several high profile projects involved increased public awareness and media notices to encourage public participation, inform the public of proposed construction related closures and to encourage seeking alternative traffic routing.
- Attended all pre-construction conferences for federal, State, and local agency projects (Labor Compliance staff members).
- Increased awareness among Resident Engineers through presentations at meetings and individual training.

- Increased the field interviews of contractor employees and as a result has verified or discounted possible violations. Appropriate action has been taken in cases where the contractor was not in compliance.
- Met goal of holding quarterly outreach/small business workshops that include minority groups, women, elderly and disabled persons.
- Co-sponsored a contracting connections and procurement fair in collaboration with California State University of San Bernardino. Construction Division staff were participants.

Limited English Proficiency

- Reported there are three bilingual staff persons in the Labor Compliance Unit. These positions facilitated contractor employee interviews and investigations.

Self-Monitoring

- Continued to oversee and monitor the contract administration portion of the DBE program.

District 8 - Division of Design

Title VI Training

- Attended the mandated Title VI and Related Statutes Overview training classes held in the District.
- Implemented practices from CSS training for designs related to roadside rest areas and visual site assessments.

Limited English Proficiency

- Reported all outreach to the public as well as translation services are handled through other Divisions such as Environmental and Public Affairs. Other design related documents made available to the public are handled through Headquarters Division of Design.

Self-Monitoring

- Continued to review and design all project plans for compliance with the ADA and improved a number of existing and new facilities. One of the most modern roadside rest areas was opened to the public this year on Interstate 15 near Baker.

- Participated and provided input in the District’s outreach efforts to communities and other public activities, such as, public meetings and hearings.

District 8 - Division of Environmental Planning

- Reported a total of 11 Environmental Document Reviews. Checklists were completed on nine Environmental Assessments (EAs) and included Community Impact and Environmental Justice as content topics.
- Determined Final Environmental Documents FEDs—Environmental Assessments to be eligible to receive a Finding of No Significant Impact (FONSI)) were signed on five projects.

Title VI Training

- Reported approximately 29 employees from the Division of Environmental Planning have taken the Title VI online training located on the Title VI Program web page.

Limited English Proficiency

- Published notices in Spanish language print media in conjunction with public outreach efforts for projects where it was established that a Spanish-speaking population was present.

Self-Monitoring

- Continued to provide all draft and final environmental documents with a specific quality control (QC) review, which focuses on confirming that federal laws, regulations, and Executive Orders applicable to the project have been appropriately addressed. This QC review also covers the Review Checklist referenced earlier.
- Continued to ensure that Title VI training notices are distributed and there is a follow-up with Senior staff members (Division Management).

District 8 - Division of Planning

Office of Community Planning

- Conducted various meetings/workshops for the School by Design, Downtown Revitalization Specific Plan Amendment, and Orange Blossom

Trail grants to introduce stakeholders to the projects and to request feedback, during certain workshops a Spanish interpreter was made available.

Office of Corridor System Management Plans

- Participated in various public outreach activities. Please refer to Attachment E.
- Held various meetings with stakeholders to discuss information related to the corridors being studied as an opportunity to present and obtain feedback.

Office of Goods Movement

- Participated in various public outreach activities. Please refer to Attachment E.
- Managed the contract for the SR 58 Truck Origin and Destination study. Limits of the study were between I-5 in Kern County and the I-15 freeway in San Bernardino County. The intent of the study was to gain statistical information on heavy-duty trucks and the types of cargo. Status meeting were held as a field review and oversight of the collection of truck data at the Boron Roadside rest area as well as at the California Highway Patrol truck scales west of Mojave. This project concluded February 28, 2009.
- Participated in stakeholder meetings as a partner in the development of a Goods Movement toolkit. The toolkit is used as a starting point for ideas on how Southern California goods movement systems can co-exist with affected communities. The toolkit was developed in partnership with Caltrans, LAMetro, Riverside County Transportation Commission (RCTC), and San Bernardino Associated Governments (SANBAG). RCTC was the lead agency on this Environmental Justice project. A final report was published in March 2009.

Office of Indian Affairs

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in various Tribal transportation planning workshops throughout the State to various Tribes to discuss the planning process, Tribal issues, funding opportunities and Environmental Justice programs. Act as the first point of contact for Tribes seeking assistance and guidance from various Caltrans divisions. Assisted Headquarters in hiring a consultant to work on setting up meetings to discuss the purpose of having a Needs Assessment report prepared for Tribes. Also assisted a local Tribe on correcting bridge information that was previously provided by a prior consultant for the BIA IRR Program.

Office of Regional Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Provided the general public transit information by maintaining a transit kiosk in the lobby of the District 8 building. Brochures are available in Spanish as well as English.
- Provided the opportunity for stakeholders to participate in a two-day training at the District 8 offices entitled, *Designing Streets for Pedestrian Safety*, sponsored by Caltrans and FHWA.

District 8 - Division of Right of Way

- Provided brochures to local agencies on the acquisition of property rights on federal funded transportation projects. Also provided brochures during public hearings.
- Continued to provide the public, grantors, displacees and others affected by transportation projects Title VI information including the complaint process. This information is provided during appraisal, acquisition and relocation activities.
- Continued to discuss Title VI issues with Right of Way Agents to help prevent any complaints by scheduling team meetings and manual training.
- Initiated approximately 90 new negotiations this fiscal year. Acquisition files were in compliance with Title VI. There were no reported concerns raised by minorities, women, elderly, disabled or low-income citizens concerning their options in the negotiation or relocation phase. The negotiator's log does not reflect any disparity in the conduct of the negotiations between minorities and non-minorities.
- Continued to utilize Relocation Impact Studies as a tool to identify to identify communities that will be impacted by future transportation projects. The Division of Environmental Planning usually conducts Title VI studies and community outreach to identify those community representatives to become involved in the project potential location and environmental phase Right of Way uses.
- Reported there were a total of 40 relocations of displacees completed in District 8 during FFY 2009.

Title VI Training

- Reported there was at least one bilingual Right of Way Agent at the meetings where right of way was affected.
- Required all Right of Way Agents to take the Title VI online training module provided by Headquarters and to submit their completion certificates to management.
- Provided informal Title VI training with Senior Right of Way Agents who are involved with activities such as Appraisal, Acquisition, Relocation Assistance, Property Management, etc. and directly interact with the public.

Limited English Proficiency

- Continued to offer English/Spanish bilingual services using staff translators especially in the Acquisition and Relocation Assistance Program functions. District 8 Right of Way provided services using staff translators.
- Continued to use Caltrans data developed at the planning stage of the project to offer brochures and booklets in different languages regarding property owner's rights in the communities affected.
- Participated in approximately ten public hearings. Right of Way is not the leading division at public hearings. There was at least one bilingual Right of Way Agent at the meetings where right of way was affected.

Self-Monitoring

- Reviewed the parcel diary by peers and superiors to ensure the Acquisition Agent verified the receipt of the Title VI survey and brochures by the property owners. Acquisition Agents also work with the owners to identify the language of their preference during negotiations and accommodate accordingly.

District 9 - Bishop

District 9 - District Director

- Met twice with Death Valley National Park to discuss various projects in the park including how the projects may impact the Timbisha – Shoshone Tribe. The District continues a government-to-government relationship with the Tribe to ensure activities avoid or minimize adverse impacts to cultural and other resources. The meetings also included a discussion on interpretation services being provided to visitors to the park.

- Met with the Independence Tribe on Caltrans response to the Oak Creek flood. Worked with the Tribe on performing an emergency repair project. Coordinated with the Tribe on flood response and clean-up on Tribal land.

District 9 - Division of Administration - Equal Employment Opportunity

- Attended quarterly Title VI Interdisciplinary Team/Liaison meetings (EEO Officer).
- Notified all staff of need to take the Title VI online training (EEO Officer).

District 9 - Division of Administration - Small Business/DVBE/Disadvantaged

- Reported the Small Business Liaison attempted to contact a representative from the Paiute Tribe regarding certification of Tribal members who own small businesses.

District 9 - Division of Maintenance

Title VI Training

- Reported 85 percent of staff members completed the Title VI online training.

District 9 - Division of Maintenance - Engineering and Support

Title VI Training

- Reported 100 percent of the staff members completed the Title VI online training.

Limited English Proficiency

- Provided instructions on requesting information in alternative language formats in all public meeting notices advertised in the newspaper, by email and via flyers.

District 9 - Division of Planning and Programming

- Participated in various public outreach activities. Please refer to Attachment E.

District 9 - Division of Program Project Management (includes Local Assistance and Project Coordination)

- Participated in various public outreach activities. Please refer to Attachment E.

Title VI Training

- Reported all staff members completed the Title VI online training module offered February 26, 2009 through July 29, 2009.
- Attended DBE in-service training on July 1, 2009. All Program Project Management employees and one Project Coordination employee attended the training.
- Completed Caltrans new Race Conscious DBE training on April 23, 2009.
- Coordinated with ITS-Berkeley Tech Transfer Program to schedule the federal-aid series training (five courses) in Bishop June 3, 4, 11, 18 and 19, 2009. Three of these courses included guidance for local agencies in complying with the Civil Rights requirements and DBE requirement for federal-aid transportation projects. These courses were also attended by Caltrans staff members.

Limited English

- Provided instructions on requesting information in alternative language formats on public notices, flyers, emails, etc.

Self-Monitoring

- Collected general demographic information at public meetings to note who was in attendance at the meetings and potential strategies identified for engaging traditionally underrepresented populations.

District 9 - Central Region Division of Construction

- Participated in various public outreach activities. Please refer to Attachment E.
- Initiated 25 projects during this reporting period. Because of Section 7 of the *Standard Specifications Manual*, which, refers to Legal Relations and Responsibility, all projects had mitigation measures. In addition, Division of Construction also uses labor compliance interview checks in the field to be sure employees of the contractors are getting proper treatment and rate of pay. Certified payrolls are sent to Caltrans Labor Compliance Unit, to assure rate of pay and job classifications are addressed.
- Reported for each mitigation measure having Title VI implications, nondiscrimination was mitigated.
- Reported there were two public meetings held to keep communities informed of projects.

- Assisted with the ongoing small business data collection process by gathering construction form numbers CEM 1201, CEM 2402F and CEM 2402S. As projects were completed, this information was collected and sent to Headquarters.
- Continued to use the *Civil Rights Title VI Program Guidelines and Appendices* as a reference.

District 9 - Central Region - Division of Environmental Planning

Title VI Training

- Reported all staff members have completed the Title VI online training.

District 9 - Central Region - Division of Project Development - Design

Title VI Training

- Reported all staff members have completed Title VI training.

District 9 - Central Region - Division of Right of Way

- Completed 60 negotiations.
- Reported there were no concerns raised.
- Reported there were no relocations reported in District 9 because relocation is a regional function.

District 10 - Stockton

District 10 - Administration - Equal Employment Opportunity

- Displayed updated Civil Rights, Office of Equal Opportunity posters in all operational and public areas throughout the district and field offices.

Title VI Training

- Conducted Sexual Harassment Prevention training which includes Title VI training to 300 District rank and file employees and 100 supervisors and managers.
- Participated in the full Title VI Compliance Review conducted by the Office of Business and Economic Opportunity, Title VI Program staff members in August 2009. The District was found to be in compliance.

- Completed the Title VI online training. Over 350 employees were trained during the reporting period.

Limited English Proficiency

- Updated the Language Assistance Resource list for District 10 language interpreters, either certified or volunteer, and incorporated the new Language Line Services which is now available.
- Updated the District 10 employee volunteer interpreter's list.
- Utilized Language Line Services to provide telephone interpreter services to LEP customers.

Self-Monitoring

- Met regularly with District Title VI Program staff members to maintain compliance with Title VI, and ensure statistics are being collected, and the data is being analyzed to determine the benefits and burdens on local communities impacted by projects.

District 10 - Division of Administration - Public Affairs

- Participated in various public outreach activities. Please refer to Attachment E.

District 10 - Division of Administration - Small Business

- Participated in various public outreach activities. Please refer to Attachment E.
- Held the District 10 Procurement Fair on November 19, 2008. There were 43 vendors in attendance. Twelve vendors received on-the-spot purchasing totaling \$74,457 from both certified small business and DVBEs.
- Established a District 10 Mentor-Protégé Program. Two mentors were identified for the program, a Steering Committee was established, and the MOU was signed by the District Director and the Associated General Contractors representative.
- Participated as an active member of the San Joaquin Valley Chamber of Commerce Procurement Committee. This Committee was established for the Hispanic Chamber of Commerce. The District 10 Liaison shared knowledge and information with the Committee pertaining to the procurement of State contracts and goods with the goal of increasing small business and DVBE involvement in the State's procurement process.

- Identified three major construction projects for which mandatory pre-bid meetings were held. These meetings required the attendance of all prime contractors who intended on bidding on specific projects. These meetings were also open to small and DBEs to allow them the opportunity to meet and network with the primes, and could result in subcontracts being awarded to them.
- Provided training on the DBE Program changes from race neutral to race conscious to all affected employees, supervisors and managers in District 10.

District 10 - Division of Planning and Local Assistance

- Participated in various public outreach activities. Please refer to Attachment E.
- Reported Liaison efforts resulted in resolution of the Ione Bed Rock Mortar issue between a local Tribe, Amador County, and City of Ione. Better communication between the County, City and Tribe is now occurring.
- Added two members to the Native American Advisory Committee (NAAC) from two Tribes located within the District 10 area.
- Continued Tribal representation on the Tribal Advisory Committee (TAC) and committees.
- Reported Amador County Transportation Commission, a District 10 RTPA, is developing formal Tribal consultation protocol that is intended to extend beyond the mandated consultation with federally-recognized Tribes.
- Continued ongoing interagency coordination with internal and external transportation planning partners, including Tribal Governments.
- Presented the CTP 2035 Update overview and status to Tribes and RTPAs TACs, board meetings and schools.
- Participated in San Joaquin Central Valley Tribal Environmental Justice Collaboration Project (also a Blueprint related process). Conducted presentations at two workshops.
- Coordinated with a consultant and two local Tribes for a BIA IRR Tribal Needs Assessment Project.
- Utilized Headquarters Public Engagement contract funds to develop a Public Engagement Plan for the Transportation Concept Report (TCR)/Corridor.

System Management Plan (CSMP) for Highway 49. This TCR/CSMP encompasses Amador, Calaveras, Tuolumne and Mariposa counties in District 10.

- Participated in the *Day of the Farm Worker* on August 23, 2009. There were approximately 2,000 attendees at the event. Participation in this event is a step towards the District's goal to engage underrepresented groups including, farm workers, in transportation planning activities.

Title VI Training

- Completed the Title VI online training (Planning staff members).
- Reported the ARRA helped meet the State goal for \$1 billion obligation. Local Assistance provided training and workshops to cities, counties, consultants, and Caltrans employees on the new DBE Race Conscious Program, economic stimulus, and how to evaluate good faith efforts on contracts through a PowerPoint presentation. Held quarterly progress meetings with MPOs, RTPAs, local agencies, cities, and counties on project funding and environmental. Following are some of the activities performed:
 - AARA Workshop
 - DBE training, Economic Stimulus Teleconference
 - Evaluating DBE Good Faith Efforts of Bidders (Web Conference)
 - Federal-Aid Course IV (Design to Construction)
 - Federal-Aid Course V (Project Completion)
 - Federal-Aid Course III (Right of Way), HPP training
 - Race Conscious DBE Program Implementation training (Headquarters)
 - UC Berkeley - New DBE training

Limited English Proficiency

- Provided a Spanish translation of the CTP 2035 and Sonora Safe Highway Coalition brochures.

District 10 - Central Region - Division of Construction

- Utilized several methods to inform the public of transportation projects, such as radio, newspapers and Web sites. Advertisements were placed in *newspapers of record* that subsequently provided the opportunity for public review and comment regarding specific construction projects.
- Attended public meetings held to inform the public of transportation construction projects.

- Attended City Council meetings to update the Council on the status of construction projects.

Title VI Training

- Conducted Title VI training as part of the Resident Engineers Academies. This year, five employees attended these Academies.
- Title VI training is conducted as part of the Construction Boot Camp. Eleven employees attended this Academy.

District 10 - Central Region - Environmental Division

- Participated in various public outreach activities. Please refer to Attachment E.

District 10 - Central Region - Division of Right of Way

- Reported there were 529 negotiations reported for the Central Region and 244 negotiations completed for District 10.

Title VI Training

- Attended Sexual Harassment Prevention/EEO Overview training which includes training on Title VI.
- During the second week of the Right of Way Academy, Title VI training was delivered.

District 11 - San Diego

District 11 - Division of Administration - Office of Equal Opportunity

- Assisted Office of Business and Economic Opportunity, Title VI Program staff members with the coordination of the District 11 Title VI Compliance Review, securing rooms to conduct interviews, coordinating the interviews and responding to the Title VI Survey Questionnaire. The District was touted for seven best practices in the Final Assessment Report.
- Implemented the following two recommendations made by the Title VI compliance review team:
 - The LEP Guidelines and Procedures were posted on the EEO Web site (Intranet) to respond to customers who are unable to communicate effectively in English because their primary language is not English.

- Title VI informational materials were relocated and posted in the lobby of the District 11 office complex to provide timely information to the public.

Title VI Training

- Provided a refresher Title VI course to the District Title VI Team and to approximately 25 additional employees that work with Title VI issues prior to the Title VI compliance review. The same refresher course was provided to the District's Executive Team.
- Promoted the Title VI online training to District employees.
- Attended approximately three Statewide Title VI quarterly meetings conducted either via VTC or telephone conference (District Title VI Team).

Limited English Proficiency

- Posted LEP guidelines and procedures on the EEO Web site (Intranet) to respond to customers that speak another language other than English as their first language.
- Posted Title VI informational materials in the lobby of the District 11 office complex to provide timely information to the public.
- Updated the Language Assistance Resource List. This is done on an annual basis. The list also notes those individuals that are certified and it is made available to District managers, supervisors, the Office of Public Information and the District office front desk staff. Its purpose is to assist the District in assuring that LEP persons have equal access to services that are normally provided in English and conform to Executive Order 13166 - *Improving Access to Services for Persons with Limited Proficiency (LEP)*, August 2000.

Self-Monitoring

- Continued a relationship with other Title VI Program representatives to enhance communications, raise the Program profile and share best practices. Additionally the District Title VI Team participated in approximately three Headquarters VTC meetings.

District 11 - Division of Administration - Public Information Office

- Participated in various public outreach activities. Please refer to Attachment E.

- Provided information regarding the planning, the design, the construction, the maintenance and the operation of the state transportation system to members of the public, media, legislative offices and community groups. The Public Information Office also worked with elected officials to address constituent concerns and resolve issues involving the District/Caltrans.
- Evaluated communities to determine their needs by going out to the communities and identifying issues to help in gathering information on the needs of the communities. The Public Information Office used demographic information (U.S. Census, San Diego Association of Governments (SANDAG) Regional Census Data Center, and planning /community groups) to adequately determine the needs that may arise. The Public Information Office also used demographic information provided by District Environmental and Program Project Management staff members.
- Identified the needs of low-income communities by field visits, talks with residents and business owners and apartment managers, and solicits feedback from local agencies servicing those areas.
- Responded to inquiries by personal contact, via telephone, email, through the Web site and the California Public Records Request Act. Public outreach efforts made by Public Information Office are targeted to reach the maximum numbers of all impacted populations. The Public Information Office attempted to provide timely accurate responses to all public, media and legislative inquiries regardless of the source of inquiry.
- Responded to an average of three hundred phone calls, letters, emails and walk-in inquiries each week.
- Provided additional informational meetings and placed advance notices in smaller community newspapers. The Public Information Office utilized Web site, media and delivery of flyers to residents and businesses to provide advance notice.
- Participated in and/or coordinated four public meetings to provide the public with information and to provide opportunities for public comment on for the Interstate 15 Managed Lanes; the SR 11/Otay Mesa East Port of Entry; SR 98 and SR 76 East. The Public Information Office ensured that meeting facilities were ADA compliant and provided advance notification in the form of newspaper advertisements, news releases, and notification on the District Web site.
- Responded to 84 requests for information pursuant to the California Public Records Act (CPRA, Government Code Sections 6250-6276).

- Coordinated media events, including groundbreaking and milestone ceremonies for Interstate 5 Lomas Santa Fe Project 11-2358U4; Interstate 15 Managed Lanes Middle Segment Unit 5 11-080944; Other Media Events included the 2009 San Diego Regional Transportation Update, Highway Workers' Memorial Day, SR 905 Phase 1B Project 11-288804 Groundbreaking, Mountain of Trash Anti-Litter Event, SR 11/Otay Mesa POE Presidential Permit Celebration, the San Diego-Coronado Bridge 40th Anniversary.
- Maintained the District Web site posting current news releases, project fact sheets, construction notices, 2009 major construction map and invitations to public events. The Public Information Office created specific web pages for the Interstate 15 Express Lanes projects construction updates, the *Take Care Getting There* on SR 67 Public Awareness Campaign and the San Diego-Coronado Bridge 40th Anniversary.
- Conducted Public Awareness Safety Campaigns for SR 67, SR 76 and Slow for the Cone Zone. Outreach methods included distributing safety posters and informational materials to area businesses and schools, arranged for showings of movie theater slides and television/video ads, placed safety campaign ads on YouTube and made safety campaign materials available on the District 11 public Web site.
- Staffed informational booths at the Mexport Cross-Border Trade Show in Otay Mesa, at the United States Marine Corps *100 Days of Summer* Highway Safety Event at Camp Pendleton and at the Mothers Against Drunk Drivers Walk in San Diego at Liberty Station in Point Loma.
- Assisted Santee Public Library to coordinate a speaking engagement for the SR 52 Sunnyside Gateway Project Manager to provide the public with information about the project.
- Provided current information to the public, media, local, State and federal agencies, and District personnel by telephone, Web site, news releases, and email, fax, radio, print, and television interviews.
- Provided a Media Officer for Monday morning construction updates on local television station KUSI (September 2008 through June 2009).
- Produced and distributed 160 news releases and media advisories, and 15 construction bulletins and newspaper ads between October 1, 2008 and August 25, 2009.
- Provided information regarding the planning, the design, the construction, the maintenance and the operation of the State transportation system as part

of the District's Speakers Bureau, which was developed by the Public Information Office.

- Coordinated a field trip to Caltrans Transportation Management Center (TMC) for children ages 11-14 who are participants in the First Lego League Robotics Competition to show examples of how Caltrans makes transportation efficient. Children were given a tour of the TMC and presentations with actual field elements to show how traffic signals and ramp meters are used to efficiently manage traffic.

Limited English Proficiency

- Made some public documents available on the District's Web site, at public presentations and through CPRA process.
- Maintained an updated list of area media contacts including English and Spanish language media. The Public Information Office has access to more than 100 media outlets. The Public Information Office also maintained listings of community contacts, legislative contacts, and local chambers of commerce.
- Placed advance notices in the newspaper of record for public meetings and hearings required by law. Advertisements were posted in newspapers and included Spanish language newspapers in areas with significant Spanish speaking populations. Advertisements included contact information to request foreign language, American Sign Language interpreters or special arrangements. The Public Information Office verified that public meeting locations were ADA compliant.
- Continued to assist persons requesting other languages to speak with one of the District's language volunteers or by using Language Line Services.
- Assisted in coordinating Spanish language media interviews with the District Director and/or Senior and above Caltrans representatives at media events, public meetings and upon request from Spanish language print and television media outlets.
- Produced approximately 25 Project Fact Sheets. The Public Information Office provided Spanish language translation fact sheets for SR 11 Otay Mesa East POE and the SR 98 Widening projects at public meetings, and on the District 11 public Web site. No other languages were identified or requested.
- Provided Spanish language interpreters at public meetings.

- Provided the following translation services:
 - SR 76/ Mission Road to I-15 - The newspaper ad was translated into Spanish and placed in the Hispanos Unidos newspaper. Fact sheets were translated into Spanish and were available at the public meeting. District staff provided translation services at the public scoping meeting. The Stenographer also accepted comments in Spanish.
 - SR 11/Otay Mesa POE - The newspaper ad was translated into Spanish and placed in the Hispanos Unidos newspaper, and fact sheets were translated into Spanish and were available at the public meeting. District staff provided translation services at the public scoping meeting. The Stenographer also accepted comments in Spanish.
 - I-15/Mira Mesa DAR - District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.
 - I-805/Carroll Canyon Road - District staff provided translation services at the public hearing. The Stenographer also accepted comments in Spanish.

District 11 - Division of Construction

- Participated in monthly Small Business Council (SBC) meetings, which are held in the District to promote outreach and utilization of DBEs and encourage better partnerships with all interested construction related businesses, service providers, and suppliers.
- Assisted SBC members/contractors by investigating issues of concern, such as, possible subcontracting, DBE or DVBE violations, and investigation of the validity of truck owner-operator status.
- Continued to monitor and record contractor's proposed UDBE participation, contract goals, and actual attainment. Statistics of proposed participation and actual goals attained are kept in a database and presented at monthly SBC meetings in the form of spreadsheets. Information was also provided to assist with the nominations for the Contractor of the Year Award presented by the District 11 SBC.
- Provided ongoing guidance and information to Resident Engineers and staff with regard to past and current UDBE program, reviewed DBE substitutions, and when appropriate, recommended action for noncompliance.
- Continued to provide DBE utilization and subcontractor information for use in the ongoing disparity study.

- Continued to provide information to contractors and field staff at pre-construction meetings (Labor Compliance Officer).
- Assisted with the Annual Business Procurement Fair, sponsored by Caltrans, SBC, and the San Diego Public Agency Consortium (SDPAC).
- Participated in the District's Annual Prime Contractor of the Year Award and Architectural and Engineering (A&E) Contractor of the Year Award ceremony, which recognized the contractors' ongoing commitment to utilization of DBEs and small businesses.
- Participated in three Mock Contract Workshops, primarily to promote participation/bidding by small businesses, UDBEs and DVBEs.
- Participated in mandatory pre-bid conferences as effort to increase DBE participation on construction projects.
- Participated in quarterly Title VI Interdisciplinary Team meetings.
- Participated in a forum for truck drivers/truck owner-operators and investigated concerns with regard to use of DBE businesses.
- Continued to translate forms and letters to Spanish and offer Spanish-speaking interpreters when required. Ensured that Spanish language posters were displayed at construction worksites.

Title VI Training

- Participated in the Title VI online training.

Self-Monitoring

- Ensured contractors properly displayed the required EEO/discrimination posters at the jobsite for their employees to review (Labor Compliance).
- Ensured that contractors provided employee data for the FHWA annual EEO external report. Construction will withhold funds from a contractor if they do not comply.
- Monitored Title VI online training to ensure supervisors and managers strived to have all of their employees participate in training (Training Officer).

District 11 - Division of Design

- Addressed Title VI considerations through stakeholder involvement mechanisms by striving to ensure that all efforts are made to identify all persons affected by a project and provide them an opportunity to participate in the decision-making process.
- Addressed Title VI considerations by providing technical assistance, training, and guidance to the District's Design staff members involved in project development as covered in the PDPM. In addition, Headquarters provided assistance to the Districts through the Design Reviewers, Design Coordinators, Cooperative Agreement Coordinators and others.
- Continued to provide assistance on integrating the Context Sensitive Solution (CSS) process of stakeholder involvement into all design activities. Some of the ongoing efforts of the CSS process ensure the project development process promotes early and interactive stakeholder input. The District includes community members on many Project Development Teams and in Value-Analysis Studies. Another example of community outreach is the I-5 South Multimodal Corridor Study project development team which held a joint public meeting on August 25, 2009, to present transportation alternatives with the City of Chula Vista and SANDAG where Spanish translation service will be available.
- Continued to translate public notices, construction policy bulletins, fact sheets, newspaper advertisements, press releases, and media advisories from English to Spanish in District 11. No other languages were requested.

Title VI Training

- Provided training for compliance with ADA requirements through OJT classes. In addition, six Project Engineers participated in the Project Engineer Academy, six employees participated in Diversity, three employees participated in Reasonable Accommodation, six employees participated in Disability Awareness, and 16 employees participated in Sexual Harassment training for FFY 2009.

Self-Monitoring

- Conducted Title VI self-monitoring activities by using the standard operating procedures described in the *Project Development Procedures Manual* to assist the Division achieve uniformity when notifying the public or conducting public meetings. Conducted public meetings for various District 11 projects.

District 11 - Division of Environmental Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in a public scoping meeting to announce the preparation of a Draft Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the SR 76/South Mission Rd to I-15 Highway Improvements Project.
- Participated in a public scoping to announce the preparation of a Draft EIR/EIS for the SR 11/Otay Mesa East Port of Entry Project (POE). Participated in a public hearing to receive public input and comments on the Draft EIR/EA for the I-15/Mira Mesa Blvd Direct Access Ramp Project (DAR).
- Participated in a public hearing to receive public input and comments on the Draft IS/EA for the I-805/Carroll Canyon Road Extension and HOV Project.
- Finalized EIR/EIS for the SR 76/Melrose Drive to South Mission Rd Highway Improvements Project, and the Record of Decision was approved. The District received a request for a copy of the Final EIR/EIS in an alternate format for the sight-impaired. The Final EIR/EIS was reproduced in a large-print format for the individual.

Title VI Training

- Reported 29 employees or 53 percent of the Division of Environmental Planning completed the Title VI online training during the reporting period.

Limited English Proficiency

- Completed the following translation services:
 - SR 76/ Mission Road to I-15 - The newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper. Fact sheets were translated into Spanish and were available at the public meeting. District staff provided translation services at the public scoping meeting. The Stenographer also accepted comments in Spanish.
 - SR 11/Otay Mesa POE - The newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper, and fact sheets were translated into Spanish and were available at the public meeting. District staff members provided translation services at the public scoping meeting. The Stenographer accepted comments in Spanish.

- I-15/Mira Mesa DAR - District staff provided translation services at the public hearing. The Stenographer accepted comments in Spanish.
- I-805/Carroll Canyon Road - District staff provided translation services at the public hearing. The Stenographer accepted comments in Spanish.

District 11 - Program/Project Management - Consulting Services Unit

- Participated in various public outreach activities. Please refer to Attachment E.

District 11 - Division of Right of Way

- Reported there were 96 negotiations (first written offers) made during the reporting period. The negotiator's diaries did not show any signs of disparity of treatment between minorities and non-minorities.
- Reported there were no reported concerns raised by minorities, women, elderly, disabled or low-income citizens concerning their options in the negotiation phase. There were approximately 10 percent minorities, women, elderly, disabled or low-income citizens represented in the first written offers.
- Continued discussions with Acquisition Agents, review of parcel diaries and field reviews.
- Held four public hearings or public scoping meetings during the reporting period concerning locations of projects. The Environmental Division conducts the Title VI studies and community outreach to identify those community representatives to become involved in the location and environmental phase. In general, the Division of Right of Way follows the Executive Order on Environmental Justice, as standard operating procedure. They identify these communities via analysis of Census data. Meetings are held with local agency representatives and planning departments to ensure that impacts to their citizens are addressed. They review local agency plans, e.g., community plans and assessment of compatibility of our project with local plans. They notify the public that access and accommodation is provided to those who require it to attend public hearings or meetings.
- Completed ten relocations in FFY 2009.
- Reported in the Relocation Assistance Program (RAP), all group types raised some concerns over similar topics: for the elderly and/or disabled, the issues were mainly centered on ability to access the replacement properties; for all other groups, the issues were about the ability to find affordable, comparable replacement property. All these concerns were addressed mainly through replacement advisory services provided by Relocation staff. For nonresidential displacees, the issues revolved around finding replacement sites within affordable ranges and the cost of re-establishing their businesses. Most of these

issues were addressed through advisory services and the provision of move, move-related, and re-establishment payments as allowed by the relocation program regulations.

- Provided two certified Spanish bilingual agents who provided assistance to the RAP and acquisition staff with LEP displacees.
- Reported RAP pamphlets were available in Spanish to clients as needed as well as in many other languages located on the Office of Business and Economic Opportunity, Title VI Program Web site.
- Reported the following activities took place during this reporting period:
 - *Appraisals:* The Title VI informational brochure survey and complaint forms were sent with each *Notice of Decision to Appraise* letter. Having the appraiser note it in the parcel diary monitored the sending of these items. In their review of each appraisal, the supervisor confirmed that the appropriate materials were sent to the grantor and for adherence to the Title VI policies.
 - *Acquisition:* The Acquisition Agent verifies Title VI information given by the appraiser, both in the parcel diary and verbally with the grantor/lessee. If needed, new Title VI information is given.
 - *Property Management:* Every application has a notice of nondiscrimination and each new tenant is given a Title VI survey letter.

Title VI Training

- Attended and provided Ethics training and routine manual training including Title VI.
- Continued to discuss Title VI issues with agents periodically in team meetings (Senior Right of Way Agents).
- Provided informal training to Right of Way employees to implement the *Right of Way Manual* change to include the *Language Identification Flashcard* for all public contacts where English proficiency may be an issue.

District 11 - Transportation Planning Office

- Continued to administer various transportation planning grants such as:
 - Environmental Justice Grant Program - Completed two Environmental Justice Grant Program projects with the North County Transit District and the San Diego Association of Governments. The Environmental Justice Grant Program is intended to promote the involvement of low-

income and minority communities, and Native American Tribal Governments, in the planning for transportation projects to prevent or mitigate disproportionate, negative impacts while improving their mobility, access, safety, and opportunities for affordable housing and economic development.

- Community-Based Transportation Planning Grant Program - The Community-Based Transportation Planning Grant Program funds coordinated transportation and land use planning projects that encourage community involvement and partnership. District 11 Division of Planning completed five projects involving five various local agencies under this grant program.
- Statewide Transit Planning Studies Grant Program - Grants awarded by the Federal Transit Administration (FTA) through Caltrans to MPOs and RTPAs for the purpose of addressing transit planning issues of Statewide or regional significance for planning studies that are intended to improve transit services and to facilitate congestion relief by offering an alternative to the single occupant vehicle. One project funded by this grant completed Phase I.
- Transit Professional Development Program - The objective of the Transit Professional Development Program is to provide student internships in transit planning at public transportation agencies. The intent is to foster the education of university and community college students with an interest in the field of transit planning. Internships are for students only. This is an ongoing partnership with SANDAG, MTS and SDSU.
- California Transportation Plan (CTP) - is a Statewide, long range transportation plan that will guide transportation decisions and investments in the 21st century. The CTP provides a policy framework for meeting Statewide transportation needs. It defines goals, policies, and strategies to achieve our collective vision for California's transportation future. The plan envisions a sustainable system that improves mobility and enhances our quality of life. Key to this vision is considering *the 3 E's* - a prosperous economy, quality environments, and social equity - in all transportation decisions.
- Achieving the vision will take considerable effort. All transportation providers and system users are encouraged to be partners in helping to make the CTP a reality. Communities must plan and use their land wisely, transportation providers must manage the system efficiently, and users must choose services carefully. The current focus is to review and update the CTP for a 2035 planning horizon by incorporating elements of previous plans and integrating new recommendations. Ongoing community outreach through an interactive Web site as well as

workshops and focus groups throughout the State will be important elements of the Plan's development. By collaborating with us, the public can influence the content of the final plan and, ultimately, decisions about investing transportation dollars.

- **U.S.- Mexico Border Governors Conference** - This annual conference brings together the governors of the ten U.S.-Mexico border region States (Arizona, Baja California, California, Chihuahua, New Mexico, Nuevo Leon, Sonora, Tamaulipas and Texas) and their key staff members. The conference is divided into seven worktables (Agriculture and Livestock, Border Security, Economic Development, Education, Emergency and Civil Protection, Energy, Environment, Health, Logistics and International Crossings, Science and Technology, Tourism, Water and Wildlife). Caltrans is part of the Logistics and International Crossings worktable. Each worktable is to provide three-to-four recommendations for the Joint Governors Declarations (JD). JDs are developed and provide framework for the implementation of the worktable recommendations. Additionally, the conference allows for the development of personal relationships, identification of cross-border issues and opportunities within the border region and promotes initiatives aimed to improve the quality of life for the populace of this region. The meeting takes place annually. Worktables meet as needed. During the reporting period, the worktables met six times.
- **U.S.- Mexico Joint Working Committee (JWC)** - The JWC consist of transportation and planning representatives from the ten Border States. The formal duty of the JWC is to analyze, develop, and coordinate border transportation plans and programs reflecting the needs of both countries. The JWC meets semi-annually.
- **California-Baja California Border Liaison Mechanism (BLM)** - This group is co-chaired by the U.S. and the Mexican Consulates of San Diego and Tijuana. The BLM meets on request to address social, economic and transportation issues of the California-Baja California border region. Caltrans attends these meetings per the Consulates' request. Invitees include representatives from both sides of the border such as economic development organizations, social service organizations, federal, State and municipal government representatives. The BLM is based upon request.
- **SANDAG's Committee on Bi-National Regional Opportunities (COBRO)** - SANDAG states that COBRO "will serve as a working group to the SANDAG Borders Committee to facilitate a better understanding of the bi-national border-related issues and needs of the California-Baja California region." This group provides advice on both short and long-term bi-national related activities, issues and actions,

recommendations regarding bi-national border-related planning and development, and identifies ways to assist and coordinate with officials and staff representatives of academia, business, community organizations and the Mexican government. COBRO meets monthly. Committee meetings are held on an as needed basis.

- SANDAG's Border Committee - The Border Committee provides oversight for planning activities that impact any of the borders of the San Diego region (Orange County to the northwest, Riverside County to the northeast, Imperial County to the east and Mexico to the south). The Borders Committee advises the SANDAG Board of Directors on major interregional planning policy level matters. Recommendations of the committee are forwarded to SANDAG's Board of Directors for action. The Border Committee meets monthly.

Title VI Training

- Continued to pass along federally-mandated training information from Headquarters to transit agencies and other grant recipients.

Limited English Proficiency

- Continued to provide information on various workshops and community meetings as requested in languages, other than English.

Self-Monitoring

Continued to ensure agencies receiving State and federal grants submit certifications and assurances as a way of monitoring compliance to federal mandates. Grants recipients are required to comply with federal requirements for them to keep their eligibility for federal and State grants.

District 12 – Irvine

District 12 - Division of Administration - Office of Equal Employment Opportunity

- Attended five events where small businesses, DVBEs, and disadvantaged/minority business enterprise vendors were in attendance.
- Participated in Statewide Title VI Interdisciplinary Team/Liaison teleconferences with the Office of Business and Economic Opportunity, Title VI Program.

Title VI Training

- Attended Title VI training via teleconference. Other training was provided by participating in monthly video teleconferences and Southern Region quarterly district EEO meetings (EEO and District employees).

District 12 - Division of Administration - Public Information Office

- Participated in various public outreach activities. Please refer to Attachment E.
- Conducted 22 outreach meetings to inform the public of construction projects. The notices sent out included the following paragraph: *Before the public meeting, individuals who require special accommodation (American Sign Language Interpreter, accessible seating, language other than English, or documentation in alternate formats, etc.) are requested to contact the District 12 Public Information.* Spanish and sign language interpreters were present at these meetings if they were requested. Minorities, women, elderly, disabled and low-income populations were present at the meetings.
- Attended public hearings in the cities of San Juan Capistrano and Anaheim to provide the public with information regarding Caltrans upcoming projects. Notices were distributed in the community in Spanish and English and translators were at each public hearing.
- Participated in community outreach event in the community of Long Beach regarding the I-405/I-605/SR 22 West County Connector Project. The community is primarily Spanish-speaking. Translators were on hand to provide information in Spanish and collateral material was provided in English and Spanish. Participated in a community outreach event in the community of Laguna Beach regarding the SR 1 Roadway Rehabilitation project.
- Attended 22 pre-construction meetings to ensure contractors were cognizant of sensitive community issues within the contract's scope of work.

District 12 - Division of Environmental Planning

- Participated in various public outreach activities. Please refer to Attachment E.
- Conducted nine outreach events and workshops during the reporting period.

District 12 - Division of Planning

- Conducted a workshop on January 21, 2009, for potential grantees for Environmental Justice grant funding, using FY 2009-10 funds. Fourteen people attended, representing ten local jurisdictions (Regional Planning).

- Concluded a two-year Environmental Justice grant on February 28, 2009. The grant, awarded to the Riverside County Transportation Commission but administered by District 12, produced a *Toolkit for Underrepresented Communities*, dealing with goods movement impacts (Regional Planning).

District 12 - Project Delivery - Office of Construction

- Participated in various public outreach activities. Please refer to Attachment E.
- Held partnering meetings in an effort to increase the candidate pool and diversity of contractors bidding on District 12 contracts. A total of 35 new contracts were awarded during FY 2009.
- Played a major role in implementing the Calmentor Program in conjunction with Districts 7 and 8, during FY 2009. The mission of the Calmentor Program is to increase the pool of small business participation in transportation projects. The Calmentor Program assists DBEs, DVBEs and other small businesses. The goals and objectives of the program are to:
 - Establish a mentoring program that pairs small businesses with large firms.
 - Enhance small business operations to achieve their growth potential.
 - Create more small business opportunities and provide more meaningful participation on transportation projects.
 - Establish an entry point for small firms who desire to do business with Caltrans and other public agencies.
- Held the first mandatory pre-bid meeting on June 30, 2009. The purpose of the meeting was to provide small businesses the opportunity to meet and interact with prospective bidders and increase small business participation in the performance of construction contracts.
- Hosted a Public Participation meeting on March 27, 2009, to advise and update contractors and other concerned parties regarding the DBE Race Conscious Program changes.

Title VI Training

- Continued to participate in Title VI training at the Resident Engineer Academy, Labor Compliance for Resident Engineers and Inspectors class and Labor Compliance Basic class.

Limited English Proficiency

- Recruited District employees who speak foreign languages to serve as volunteer interpreters/translators on an as-needed basis. In addition to volunteers, District 12 Labor Compliance also has a staff person receiving bilingual pay for translating duties required during labor case investigations. In addition, telephonic LEP services are provided by employees who volunteered to do translation and/or interpretation in Spanish and Vietnamese. Volunteers were used in a variety of tasks, such as:
 - Translating Caltrans documents from English to Spanish.
 - Responding to telephone calls regarding translation from English to Spanish and other foreign languages.

District 12 - Project Delivery - Office of Design

- Participated in various public outreach activities. Please refer to Attachment E.
- Held and/or participated in project related public outreach meetings and forums for both the State-sponsored and locally funded projects during FFY 2009.

Self-Monitoring

- Conducted project development team meetings and participated in monthly Design Status meetings to monitor project progress for on-time project delivery.

V. FFY 2010 Goals/Planned Activities

The following goals/planned activities are reported for various Headquarters divisions, program areas and Districts 1-12, for FFY 2010:

A. Office of Business and Economic Opportunity, Title VI Program

- Continue to evaluate and revise the *Title VI Compliance Review Instrument*, and *Caltrans Title VI Annual Element Update* report format.
- Conduct 28 Title VI compliance reviews. The plan is to conduct 20 reviews of Caltrans districts, divisions, program areas, and eight subrecipients (six on-site reviews and two desk audits).
- Continue to promote and monitor the Title VI online training module and encourage the remaining 50 percent of Caltrans employees to take the training.

- Continue to input completed Title VI training on Caltrans employees training history.
- Finalize *Local Agency Selection Criteria* for Title VI compliance reviews.
- Continue to revise and update the *Caltrans Title VI Program Plan*.
- Continue to update and maintain the Office of Business and Economic Opportunity, Title VI Program and LEP Web site.
- Develop Title VI guidance questions and answers (Q and A) to be posted on the Title VI Program web page.
- Continue to provide Title VI information for public dissemination, where appropriate, in languages other than English.
- Continue to monitor the LEP telephone translation services contract.
- Continue to provide training and promote awareness of Title VI requirements, policies and procedures.
- Finalize the *Caltrans Limited English Proficiency Plan*.
- Develop a LEP brochure for the public.
- Continue to work with Division of Human Resources to provide the Title VI Program with staffing composition of managers and supervisors; and names of new supervisors and managers with dates of hire/appointment by district or division. This process replaces the staffing composition request in the *Title VI Compliance Review Questionnaire* which read, *Provide a staffing composition listing by position, race and gender for senior level and above classifications and include an organizational chart.*
- Provide Title VI training to Caltrans staff on an as needed basis.
- Continue to report on Historically Black Colleges and other Minority Institutions of Higher Education.

B. Division of Construction

- Continue to address any construction-related Title VI issues.
- Continue to provide support to District construction staff who must comply with Title VI and the Caltrans Title VI policy.

- Work with the Office of Business and Economic Opportunity, Title VI Program staff members to coordinate Title VI new employee and refresher training.
- Continue to make changes to the Division of Construction external Web site, adding a link to Title VI information.
- Continue updating the Division of Construction internal Web site, informing staff members of the Division LEP volunteers and Title VI information.

C. Division of Design

- Continue to incorporate Title VI principles into the Division of Design documents by including the Division's PAA in the review process for all new policies developed within the Division for possible Title VI and related statute issues, including Environmental Justice and LEP.
- Include a module for Title VI in all Design Senior Seminars.
- Continue to review new Division of Design training courses for possible inclusion of Title VI and related statute issues, including Environmental Justice and LEP.
- Continue to sponsor and manage CSS training classes as requested.
- Sponsor one, five-day Project Engineer Academy (March 2010).
- Sponsor two, two-day Design Senior Seminars (October 2009 and February 2010).

D. Division of Engineering Services

- Provide Title VI training to the new Title VI PAA.
- Work with the Title VI representatives from each of the eight subdivisions to ensure that all DES employees have a basic understanding of Title VI and that all employees have completed the new Title VI online training.

E. Division of Local Assistance

- Continue to review Local Programs Procedures (LPPs) for Title VI compliance.
- Continue to track projects in LP2000 for projects that require relocation and/or socio-economic studies to be performed for possible Title VI compliance review and reporting.

- Continue to address questions from Districts and local agencies.
- Conduct three Title VI compliance reviews of subrecipients.

F. Division of Mass Transportation

- Continue to increase Title VI awareness among internal and external partners and staff through annual funding workshops.
- Continue to attend Title VI Interdisciplinary Team/Liaison meetings and available training.
- Continue to utilize public participation surveys at public meetings and workshops.
- Continue to monitor subrecipient contracts to ensure nondiscrimination language is included in contract provisions and ensure that staff and subrecipients comply with Title VI requirements through monitoring activities.
- Continue to look for opportunities to work with community based organizations in order to provide minority, low-income, disabled, and elderly populations increased access to funding programs.
- Update State Management Plans to include current Title VI requirements.
- Refer LEP callers to Language Line Services to ensure the Division staff members are providing equitable services to individuals who require telephone interpreter assistance.
- Update notification on agendas and meeting announcements to include accessible formats.

G. Division of Procurement and Contracts

- Continue to update the Title VI training plan that includes revising the Title VI Client Services Request Sheet that was designed to guide DPAC staff when assisting internal and external Title VI customers.
- Implement the use of public participation surveys for all public contact and outreach events.
- Continue to identify and utilize bilingual staff for possible volunteer interpreter services in DPAC offices Statewide.
- Continue to require all staff to complete the Title VI online training module.

- Conduct the following Title VI training classes beginning in November 2009:
 - How to Utilize the LEP and Client Services Request Sheet
 - Identifying and Reporting Title VI Complaints
 - View Title VI films titled: *Language Assistance for Limited-English Proficient (LEP) Persons* and *Environmental Justice in Transportation for California Tribes*

H. Division of Rail

Marketing Branch

- Participate in the following events: National Train Day, Allensworth – African American participation with Railroads and Planata – Awareness of the San Joaquin Route and Operation Lifesaver.

I. Division of Research and Innovation

- Continue to serve as resource to the Division. The Division's Title VI Liaison and the Administrative Support Branch Chief will advise DRJ staff of the Discrimination Complaint Investigation process to include ongoing training on identifying and reporting Title VI and VII complaints of discrimination.
- Continue to maintain a list of DRJ staff that is fluent in alternate languages. This includes surveying the staff and outlining and updating procedures for staff to follow on a case-by-case basis.
- Continue to encourage DRJ employees to take the Title VI online training module located on the Office of Business and Economic Opportunity, Title VI Program web page.
- Continue to ensure research reports are available, upon request, in languages other than English, in Braille, large print, and audiocassette or computer disk for individuals with sensory disabilities.
- Continue to ensure compliance with Title VI, such as, Title VI boilerplate language included in all contracts, ensure that the universities contractors' methods of recruiting students to participate on highway research projects are in compliance with Title VI and related statutes.
- Meet with the Office of Business and Economic Opportunity, Title VI Program staff to initiate training and follow-up on an as needed basis to review the progress of the Division's accomplishments and goals.

- Research and develop procedures to include Title VI boilerplate language in all marketing information dispersed by DRI within the Division and external customers.

J. Division of Right of Way and Land Surveys

- Provide fair and equitable treatment to all members of the public.
- Continue to develop preventative measures to assure excellent, nondiscriminatory services to the general public.
- Educate and train staff for compliance with Title VI.
- Continue support and use of the new forms and exhibits incorporated in the revision of Chapter 2 of the *Right of Way Manual* last FY.
- Train more than 22 new Right of Way Agents during the Right of Way Academy sessions in FY 2009-10.
- Continue to support the Title VI components taught in the training course, *The Basics of Caltrans Property Management*.
- Continue to translate *Right of Way Manual* forms, exhibits and letters into Spanish as needed.

K. Division of Transportation Planning

Office of Advanced System Planning

- Continue to promote public participation in the adoption of final District CSMPs and TCRs.
- Continue Corridor and Interregional studies stakeholder meetings.

Office of Community Planning

- Build upon existing Caltrans outreach efforts toward reaching traditionally underserved groups by sending emails to community-based organizations that support minority and low-income populations. For example, the Environmental Justice: Context-Sensitive Planning Grants Program promotes the direct involvement of low-income, minority, and Native American communities. Many of these groups have Web sites, email lists, and meetings that could be used to solicit input on the CTP or FSTIP.

- Transportation Planning Grant Program: Provide information and education to prospective applicants for the six FY 2009-10 Transportation Planning Grant Programs via mail, email, and Internet (including posting of tools and educational videos for each of the six grant programs).

Office of Goods Movement

- Continue to identify underserved populations for outreach activities associated with its products and services.

Office of State Planning

- Continue to implement the adopted PPP for Statewide planning in outreach during the development of the full update of the CTP 2035 concluding in fall of 2010.
- Continue to promote wide use of CTP 2035 web portal and marketing materials to solicit public input to the CTP 2035 through the fall of 2010.
- Identify Spanish-speaking translators for the six workshops demonstrate Caltrans commitment to explaining how the CTP 2035 is relevant to minorities and low-income populations, including translations for Spanish-the largest block of underrepresented in the State.
- Continue to promote public involvement opportunities to minority and low-income populations by engaging members at community gathering places, advertising in ethnic media, providing outreach materials at meetings, and communicating through trusted community leaders.
- Consider incentives for traditionally underrepresented to overcome hurdles that keep traditionally underserved populations from attending workshops and focus groups including: limited transportation access, childcare necessities, work schedules and language barriers.
- Continue to provide guidance to the districts pertaining to Title VI requirements.

L. Districts 1 - 12

District 1 - Eureka

District 1 - Division of Administration - Equal Employment Opportunity

- Continue to attend quarterly Title VI Interdisciplinary Team/Liaison meetings in which Title VI updates, related statutes, and issues are discussed.

- Continue to attend dry runs of public meetings, open houses and events to ensure that documents are in compliance with Title VI. Train staff on procedures to ensure participation in Title VI surveys and make sure brochures and information is available to attendees.
- Continue to strive for Title VI uniformity of practices and principals in all program areas functions and operations.
- Continue to participate in any Title VI training and meetings to better enhance my understanding of Title VI and implement in all program areas as needed.

District 1 - Division of Planning

- Continue planning partnership and grant management activities associated with Community Based Transportation Planning (CBTP) and Environmental Justice grants awarded to Community Based Organizations (CBOs).
- Continue to provide feedback to RTPAs in the development of OWP activities to ensure that underserved communities and Native American Tribes are afforded the opportunity to participate in the transportation planning process.
- Continue to initiate consultations with Native American Tribes regarding transportation projects on Tribal land.
- Continue to conduct outreach meetings to provide opportunity for members of the community, local businesses, local agencies, Tribes and general public to participate in planning transportation projects in the District.

District 1 - North Region - Division of Construction

- Continue to incorporate Contract Change Orders for contracts after award for mitigation efforts within the construction phase of a project.

District 1 - North Region - Division of Environmental Planning

- Continue to provide Title VI training for North Region Environmental staff members.
- Continue to look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled and elderly populations in the environmental process.
- Continue to utilize GIS in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.

- Continue to analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 2 - Redding

District 2 - Division of Administration - Equal Employment Opportunity

- Continue to participate in Title VI Interdisciplinary Team meetings.
- Continue to attend Executive Review meetings for reminder of Title VI reporting responsibilities.
- Develop a consistent reporting process for all Divisions.

District 2 - Division of Planning and Local Assistance

- Hold a Tribal Summit. This would involve the Tribal leadership and Caltrans District 2 leadership in a forum discussing transportation concerns.
- Increase the Hispanic population attending outreach events, if future studies are pursued on SR 99.

District 2 - Division of Program/Project Management

- Assign a staff person to attend public meetings. The Project Managers in Division of Program/Project Management have found it somewhat difficult to conduct meetings and track the necessary information to ensure that Title VI reports are complete and accurate. The Division plans to assign a staff person to attend public meeting and gather the necessary Title VI information.

District 2 - North Region Division of Construction

- Continue to incorporate Contract Change Orders for contracts after award for mitigation efforts within the construction phase of a project.

District 2 - North Region Division of Environmental Analysis

- Continue to provide Title VI training for North Region Environmental staff members.
- Continue to look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled and elderly populations in the environmental process.
- Continue to utilize GIS in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.

- Continue to analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 2 - North Region Division of Right of Way

- Continue training in Title VI along with close monitoring of Title VI involvement. The Title VI Liaison will be playing a more active role in the Title VI Program to help identify needs and solve them in a timely manner.

District 3 - Marysville

District 3 - Division of Planning and Local Assistance

- Continue to collaborate in land use planning issues to incorporate Title VI considerations.
- Attend future Unmet Transit Needs meetings and workshops as they are held.
- Continue to collaborate with District staff on Tribal and Native American issues.
- Continue monitoring District and local transportation planning to ensure Tribal issues are considered.
- Attend Caltrans Native American Advisory Committee meetings.
- Attend Caltrans Native American Liaison meetings.
- Identify potential Title VI communities and potential needs as a part of the Project Development Team process.

District 3 - North Region Division of Construction

- Continue to incorporate CCOs for contracts after award for mitigation efforts within the construction phase of a project.

District 3 - North Region Division of Environmental Planning

- Continue to provide Title VI training for North Region Environmental staff members.
- Continue to look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled and elderly populations in the environmental process.
- Continue to utilize GIS in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.

- Continue to analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 4 - Oakland

District 4 - Division of Administration - Equal Employment Opportunity

- Continue to provide Title VI training for groups by special request, and for those employees without computer access.
- Continue to provide new employees with Title VI Overview training at NEO classes.
- Continue to update the Title VI Compliance Review matrix in order to ensure compliance, and to document quarterly updates requested by the Office of Business and Economic Opportunity, Title VI Program.
- Collect and analyze completed public participation surveys and visual tally surveys in order to provide the Office of Business and Economic Opportunity, Title VI Program with data.

District 4 - Division of Construction

- Continue to address and appropriately handle construction-related Title VI issues.

District 4 - Division of Design

- Continue to require Division of Design staff members to complete the Title VI training annually.

District 4 - Division of Environmental Planning and Engineering

- Continue to require Division employees to complete the annual Title VI training.
- Continue to have employees participate in training opportunities like the Community Impact Assessment Workshop.
- Continue to participate in public outreach efforts, focusing on ensuring ADA accessible meeting locations and availability of court reporters and alternative language translators.
- Improve communication between Caltrans and community members, and look for new ways to get minority, low-income, disabled, and elderly populations involved in the environmental process.

District 4 - Division of Operations

- Continue to promote, endorse, and require training for all managers, supervisors, and staff members in the requirements of the Caltrans Title VI Program.
- Comply with the *Title 23 - Code of Federal Regulations*, and provide an ongoing review and implementation of the policies and procedures to ensure compliance with federal guidelines and mandates.
- Strive to achieve a workforce that is consistent and enhances the Caltrans Title VI Program requirements, which includes the following areas or activities, meetings with the public and local agencies, training and upward mobility for employees, the selection of vendors, consultant services, products and purchases.
- Report any Title VI complaints and take corrective action as appropriate.

District 4 - Division of Right of Way

- Continue to participate in public hearings.

District 4 - Division of Transportation Planning and Local Assistance

- Continue to address Title VI-related issues in all Project Initiation Documents.
- Continue to consider Title VI-related issues in review of various planning documents.
- Require all staff to complete Title VI online training.

District 5 - San Luis Obispo

District 5 - Division of Administration - Equal Employment Opportunity

- Increase participation with other functional groups to provide Title VI Q and A sessions.
- Encourage all District employees to participate in Title VI online training.
- Ensure that all staff members are up-to-date on Title VI training and are aware of and abide by the Caltrans Title VI Program objectives.

District 5 - Central Region Division of Construction

- Continue to participate in pre-construction meetings and community meetings.
- Continue to provide Title VI training through the various Resident Engineer Academies and Construction Boot Camps.
- Continue to participate in the Title VI online training located on the Office of Business and Economic Opportunity, Title VI Program web page.

District 6 - Fresno

District 6 - Division of Administration - Equal Employment Opportunity

- Coordinate and provide training promoting awareness of Title VI requirements, policies and procedures.
- Continue to participate in Title VI Interdisciplinary Team/Liaison meetings conducted by the Office of Business and Economic Opportunity, Title VI Program.
- Participate in trainings and meetings to enhance understanding of Title VI.
- Incorporate a Title VI overview into the NEO.
- Continue to provide LEP and Title VI public information in languages other than English at public meetings and outreach events.

District 6 - Division of Transportation Planning

- Utilize existing and new opportunities for conducting Environmental Justice and Title VI coordination and outreach goals.
- Continue to work with the San Joaquin Valley Healthy Lifestyle advocates. The work will support and coordinate with the goal of the California Department of Public Health Plan to *Ensure State level leadership and coordination that reaches into communities across the State*. The Central California Regional Obesity Prevention Program (CCROPP) takes the lead to encourage physical activities in the San Joaquin Valley. District 6 will work with CCROPP to plan for land use and infrastructure improvements that support these efforts in San Joaquin Valley Environmental Justice/Title VI communities.

- Continue to work with the Colonia's Strategies organizations to promote the Caltrans Transportation Planning Grants and encourage integration of Title VI/Environmental Justice efforts into all transportation planning functions.
- Work with the six federally recognized Tribes requesting the inclusion of SRs onto their IRRs Inventory Program listings. These six Tribes are Table Mountain Rancheria Tribe, Picayune Rancheria of Chukchansi Indians Tribe, Cold Springs Rancheria Tribe, Big Sandy Rancheria Tribe, Santa Rosa Rancheria Tachi Yokuts Tribe and Tule River Indian Tribe.
- Conduct Tribal consultation work with the Tribal Governments in efforts to develop the Corridor System Management Plans for SR 41 and SR 58.
- Continue work with IBI Group, consultant for the Caltrans and FHWA-funded Tribal Transportation Needs Assessment Project, and the seven federally recognized Tribes within the District (Native American Liaison).
- Monitor the public participation and outreach efforts of existing Caltrans Transportation Planning Grant funded projects and promote Environmental Justice/Title VI outreach efforts within the scope of work of new grant applications.
- Continue to seek new opportunities for conducting outreach to Environmental Justice/Title VI communities.
- Continue to work with Environmental Justice and Community-Based Transportation Planning Grant funded project managers and the grant recipients to accomplish project tasks and further the success of the transportation planning projects (Environmental Justice Coordination staff members and the Native American Liaison).

District 6 - Central Region Division of Construction

- Continue to participate in pre-construction meetings and community meetings.
- Continue to provide Title VI training through the various Construction Academies and Boot Camps.
- Continue to participate in the Title VI online training provided by Caltrans.

District 6 - Central Region Division of Right of Way

- Continue to distribute the proper literature at the beginning of the appraisal process.

- Continue to perform Right of Way duties consistently while treating all people with respect by treating everyone the same.

District 6 - Central Region Project Development - Design

- Continue to incorporate Title VI requirements into Design documents.
- Utilize training resource web page to assist employees in compliance with and carry out Departmental policies and federal regulations, pertaining to Title VI in their day-to-day activities.
- Continue to consider and incorporate CSS considerations into Design documents.
- Continue to send staff to five-day Project Engineer Academies.

District 7 - Los Angeles

District 7 - Division of External Affairs - Equal Employment Opportunity

- Continue to update the Intranet Web site for District 7 EEO Unit. All Title VI forms will be updated and will be available to download.
- Continue to develop better communication and interaction with Division Title VI representatives (EEO/Title VI Liaison).
- Coordinate and schedule quarterly meetings with all Division Title VI representatives and the District Title VI Liaison.
- Continue to provide Title VI training for managers, supervisors and rank and file employees. Encourage Title VI online training on an annual basis.
- Continue to attend pre-construction meetings and provide Title VI information to contractors.
- Monitor all Title VI activities to ensure District 7 is in compliance.

District 7 - Division of Construction

- Continue to address construction-related Title VI issues and provide support to Resident Engineers who must comply with Title VI and Caltrans Title VI policy.
- Attend Headquarters Labor Compliance sponsored Labor Compliance All Staff training/meeting in October 2009. District 7 Labor Compliance staff members will be attending this training. EEO, federal and State wage laws and monitoring and enforcement will be discussed.

- Post Title VI Introduction on the District's Construction web page.
- Present Title VI at the 2010 Resident Engineers off-site meeting.
- Continue to attend public meeting and inform public and answer questions the public may have of a project.

District 7 - Division of Design

- Continue to address Title VI considerations in the development of transportation improvement projects.

District 7 - Division of Planning and Local Assistance

- Identify constituents and continually evaluate and correct the PPP.
- Ensure that route concept reports (RCRs) reflect elements of public participation including discussion of Environmental Justice issues.
- Coordinate with individuals, institutions, and organizations in the affected communities to educate the public and to enhance public participation.
- Incorporate CBTP Title VI/Environmental Justice activities into the *Program Level Action Plan (PLAP)*.
- Create and administer a regional advocacy coalition process to promote the Office of Project Development's proposed project study reports.
- Engage the emerging population groups (Boomers, Echo-Boomers, and immigrants) and their communities within the District on transportation issues.
- Improve the level of contact and assistance with communities within the District to improve pedestrian access and safety.
- Improve the size and accuracy of the District's database of community-based organizations for outreach on future planning and project development.
- Increase the number of information meetings in low-income and minority communities on highway projects.
- Improve the number and level of contacts between minority communities adjacent to port facilities on goods movement projects.
- Increase the number of speaking engagements within low-income and minority communities.

- Coordinate CBTP efforts in Title VI/Environmental Justice with other Divisions.
- Circulate and create specialized materials that reflect the concerns and sensitivities of particular populations as they relate to transportation issues.

District 7 - Division of Right of Way

- Continue to treat all people uniformly regardless of their background, ethnicity, religion or race. Right of Way required to perform all of our right of way duties in compliance with the Uniform Relocation Assistance and Real Properties Acquisition Policies Act of 1970 (as amended), which eliminates any possibility of discrimination against anyone.

District 8 - San Bernardino

District 8 - Division of Administration - Equal Employment Opportunity

- Conduct *Brown Bag* lunch sessions for employees to view informative Title VI videos, *Environmental Justice and Transportation for California Tribes*, and *Language Assistance for Limited English Proficient (LEP) Persons: Your responsibility under the Dymally-Alatorre Bilingual Services Act*. The lunch sessions will be conducted on an ongoing basis by the District Title VI Liaison.
- Facilitate quarterly meetings on an ongoing basis with the District's Title VI program areas (Construction, Planning, Local Assistance, Environmental and Right of Way) contact persons (District Title VI Liaison).
- Continue to attend pre-constructions meetings on an ongoing basis (District Title VI Liaison).
- Continue to conduct Title VI training presentations to staff members in the District (District Title VI Liaison).
- Continue to advertise and request District 8 employees complete Title VI online training (District Title VI Liaison).
- Continue to attend pre-construction meetings to conduct Title VI training to contractors/subcontractors to enhance understanding and adherence to Title VI guidelines (District Title VI Liaison).
- Continue to participate in public meetings/public outreach events to conduct Title VI awareness training for the public, continuing focus on under-represented groups (District Title VI Liaison).

- Update the *I Speak* cards (17) and distribute to public contact staff in the District.
- Continue to service the local community and schools on an ongoing basis to provide information about Caltrans and/or the State of California and its employment opportunities while continuing to focus on Title VI criteria - Recruitment Officer.
- Continue to attend and initiate outreach events to the small business and DBE communities to enhance participation on procurement items and construction contracts - Recruitment Officer.
- Host a Contractor Connection and Procurement Fair in October 2009.
- Continue Public Awareness Campaigns to accommodate other language such as, Spanish and provide sign language interpreters at public meetings as needed - Public Affairs.
- Utilize Spanish and any other needed language media in order to advertise and buy Public Service Announcements - Public Affairs.
- Continue with methods of communication such as construction alert flyers, radio and newspaper advertisements, electronic mail and webpage information - Public Affairs.
- Continue to ensure all contracts and subcontract agreements contain Title VI contract provisions.

District 8 - Division of Construction

- Implement tracking of liaison activities with respect to construction projects. Tracking information will include: date of meeting/activity, project number/description, and purpose of meeting, method of outreach, target audience, and number of attendees.
- Continue to include a labor compliance, DBE, and/or Title VI component at RE meetings.
- Continue to hold quarterly outreach/small business workshops to include minority groups, elderly, and disabled persons as part of the ongoing planned activities from last years reporting. Construction Division will assume an active role in these meetings.

- Increase contractor employee interviews. Employee interviews include EEO portion and questions to identify any potential EEO issues. Appropriate action will be taken when an issue has been identified (District Labor Compliance Unit).
- Increase source document reviews of contractors to ensure compliance with labor code and Special Provisions as well as DBE and DVBE participation (District Labor Compliance Unit).

District 8 - Division of Environmental Planning

- Continue to ensure methods of public outreach consider and provide for involvement of minority, disabled and low-income populations in the decision making process.
- Continue to incorporate Title VI principles into the District's Environmental Documents.
- Continue enrolling and sending the Environmental Planning Division's new and established staff members to Title VI training and other related courses whenever offered.

District 8 - Division of Planning

Office of Community Planning

- Continue ongoing meetings/workshops arranged for the School by Design, Downtown Revitalization Specific Plan Amendment and Orange Blossom Trail grants to introduce stakeholders to the projects and to request feedback.

Office of Corridor System Management Plans (CSMP)

- Continue ongoing CSMP meetings with partners/stakeholders as the Division progress through the phases of the process.

Office of Goods Movement

- Continue to participate in stakeholders meetings as part of a Goods Movement Environmental Justice Grant related to the above MCGMAP. This Environmental Justice Grant will identify the most affected communities as a result of goods movement activities.

Office of Indian Affairs

- Continue to conduct various Tribal workshops and outreach to various Tribes on reservations to discuss Environmental Justice programs, and Tribal transportation issues.
- Coordinate with Headquarters on a new grant to do transportation related needs assessment for each of the reservations in District 8.

Office of Regional Planning

- Continue to provide the general public transit information by maintaining a transit kiosk in the lobby of the State building. Brochures are available in Spanish as well as English.
- Incorporate transit information on the Web site for use by the public as well as employees.
- Provide an additional opportunity for stakeholders to participate in a two-day training at the District offices entitled, *Designing Streets for Pedestrian Safety*, sponsored by Caltrans and FHWA to be held next June 2010, if funding is available.

District 8 - Division of Right of Way

- Provide fair and equitable treatment of all members of the public.
- Continue to develop preventative measures to ensure excellent, nondiscriminatory services to the general public.
- Educate and train staff for compliance with Title VI. Continue informal training and review of documents including reviewing/monitoring of diary entries for Title VI issues.
- Mandate all employees to participate in the Title VI yearly online training modules provided by Headquarters.
- Train new Right of Way Agents on the courses provided in the mandated Right of Way Academy classes.

District 9 - Bishop

District 9 - Division of Program Project Management (includes Local Assistance and Project Coordination)

- Continue to try and keep the Native American population and representative government bodies engaged in the transportation planning process and project development processes.
- Continue to hold public meetings to keep communities informed of projects.
- Continue to provide ongoing communications, notification and training to local agencies regarding Title VI requirements (Local Assistance).

District 10 - Stockton

District 10 - Division of Administration - Equal Employment Opportunity Office

- Conduct ongoing Title VI and Related Statutes training to promote awareness of Title VI requirements, policies and procedures.
- Continue to be a resource as Title VI Liaison to all program areas of District 10.
- Add Title VI training to the upcoming District 10 NEO training.

District 10 - Division of Administration - Small Business

- Hold the 2009 Procurement Fair in the month of February or March 2010. The goal for the next Procurement Fair is to include more outside and local agency purchasing officials to provide new business opportunities and establish repeat customers for small, DBE and DVBEs participating in the Procurement Fair.
- Continue with the development of the District 10 Mentor-Protégé for Construction Program by pairing mentors and the protégés and refining the program to meet the needs of the District and assisting in the development of the participating small businesses.
- Hold mandatory pre-bid events. District 10 will begin holding the mandatory pre-bid events for three district projects, which will provide networking opportunities for primes and small, DBE businesses (subcontractors).

District 10 - Division of Planning and Local Assistance

- Continue IRR project with Tribes from previous FFY.
- Invite local Tribal representatives to participate in the November 2009 - California Indian Heritage Month Celebration.
- Continue in the development and strengthening of the Division's Title VI and Environmental Justice Programs.
- Continue to coordinate with the Title VI/Environmental Justice team that consists of a staff person from each unit in the District, the District EEO/Title VI and the Native American Liaisons.
- Continue oversight on compliance responsibilities with RTPAs and local agencies.
- Continue to participate with communities through community functions throughout the District.
- Engage underrepresented communities early and throughout the transportation planning process.
- Identify and engage more Tribal Governments on transportation projects.
- Continue Title VI/Environmental Justice training as needed within the Planning Division.
- Implement the Public Engagement Plan (PEP) if the Division receives funding to move forward. The Division contracted with the consultant, MIG, to develop a PEP for the SR 49 TCR and for the SR 12 Major Investment Study that is being developed by Districts 3, 4 and 10.
- Continue efforts on the Title VI Work Plan based on the recommendations of the Title VI compliance review.
- Engage youth in the planning process and programs, such as CTP 2035, CSMP development, Blueprint planning, etc.

District 10 - Central Region - Division of Construction

- Participate in pre-construction meetings and community meetings.
- Participate in Title VI training through the various Resident Engineer Academies and Construction Boot Camps.

- Encourage all Construction staff to participate in Title VI online training.

District 11 - San Diego

District 11 - Division of Administration - Office of Equal Opportunity

- Continue the partnership and communication with the Headquarters Title VI Program staff. This includes attending the VTC meetings.
- Encourage and deliver Title VI training with the assistance of the Headquarters Title VI Program staff members.
- Provide Title VI training to external customers/clients on an as needed basis.
- Participate in public outreach meetings, as needed, to provide information and/or address Title VI issues.

District 11 - Division of Administration - Public Information Office

- Meet quarterly with District 11 Title VI representatives for the purpose of networking, sharing best practices, developing common goals, identifying the District's achievements, and self-monitoring.
- Gather demographic data at public meetings through use of public participation surveys (English and Spanish) or by visual tally.
- Continue to evaluate community needs and to meet with Planning, Project Management and Environmental staff to assess Title VI issues and develop outreach strategies.
- Continue with Language Line Services to provide telephone interpreter services.
- Continue to explore and employ creative outreach methods (movie slides, YouTube ads) to maximize efficacy of outreach to communities throughout the District.
- Continue efforts to develop and maintain relationships with community groups, media outlets, and outside agencies.
- Propose to hold public hearings in FY 2010 to receive public input and comments on draft environmental documents for the following projects:
 - SR 76/Mission Road to I-15 Highway Improvements Project
 - SR 11/Otay Mesa East POE
 - I-5/SR 56 Interchange Improvements Project
 - I-5 North Coast Corridor Project

- I-5/Genesec Avenue Interchange Improvements Project
 - I-805 Managed Lanes North
 - I-805 Managed lanes South
- Propose to hold public scoping meetings to announce the preparation of draft environmental documents for the following projects:
 - SR 94/HOV Project
 - 32nd Avenue Port Avenue
 - Propose to do community outreach events for the following Projects:
 - 10th Avenue Port Project
 - I-5 North Coast Corridor Project
 - SR 163/Friars Road Interchange Improvements Project

District 11 - Division of Construction

- Participate in monthly SBC meetings, which are held in the District to promote outreach and utilization of DBEs and encourage better partnerships with all interested construction related businesses, service providers, and suppliers.
- Assist SBC members (contractors) by investigating issues of concern with regard to discrimination.
- Continue ongoing monitoring of contractor's proposed UDBE participation, contract goals, and actual attainment. Take action on any UDBE violations.
- Assist with any required statistics required by the Office of Business and Economic Opportunity or FHWA to ensure compliance with the Title VI Program.

District 11 - Division of Design

- Continue to address Title VI consideration for affected stakeholders by inviting them to be involved in the decision making process of their project.
- Continue to provide training, technical assistance, and guidance to Design staff for understanding and compliance with Title VI statutes.
- Continue to be innovative in the design of California's transportation system to maximize performance and accessibility to the public.

- Continue to build and maintain relationships with impacted communities through community outreach efforts.

District 11 - Division of Environmental Planning

- Propose to hold public hearings in FY 2010 to receive public input and comments on draft environmental documents for the following projects:
 - SR 76/Mission Road to I-15 Highway Improvements Project
 - SR 11/Otay Mesa East POE
 - I-5/SR 56 Interchange Improvements Project
 - I-5 North Coast Corridor Project
 - I-5/Genesee Avenue Interchange Improvements Project
 - I-805 Managed Lanes North
 - I-805 Managed lanes South
- Propose to hold public scoping meetings to announce the preparation of draft environmental documents for the following projects:
 - SR 94/HOV Project
 - 32nd Avenue Port Avenue
- Propose to do community outreach events for the following projects:
 - 10th Avenue Port Project
 - I-5 North Coast Corridor Project
 - SR 163/Friars Road Interchange Improvements Project

District 11 - Division of Planning

- Participate in the following activities:
 - Planning Grants Program cycle activities
 - California Transportation Plan public outreach, February/March 2010
 - SANDAG's Border Committee

District 11 - Division of Right of Way

- Continue to ensure appropriate materials are provided to the grantor and tenant as required.
- Provide ongoing training to Right of Way staff members on Title VI requirements and ethics, as needed.
- Address concerns raised regarding Relocation Assistance.

- Provide bilingual services and/or materials as needed.

District 12 - Irvine

District 12 - Division of Administration - Office of Equal Employment Opportunity

- Include Title VI in EEO Overview training (ongoing).
- Ensure District employees are familiar with the LEP policy and translators/interpreters (ongoing)

District 12 - Division of Planning

- Continue to target Environmental Justice communities for outreach at District 12 grant-writing workshops, when the next grant cycle begins.

District 12 - Project Delivery - Office of Construction

- Continue to provide written direction to Resident Engineers to ensure compliance with the new DBE race conscious contract requirements.
- Hold more community meetings to inform the public of transportation construction projects.
- Increase and promote Title VI training opportunities.

District 12 - Project Delivery - Office of Design

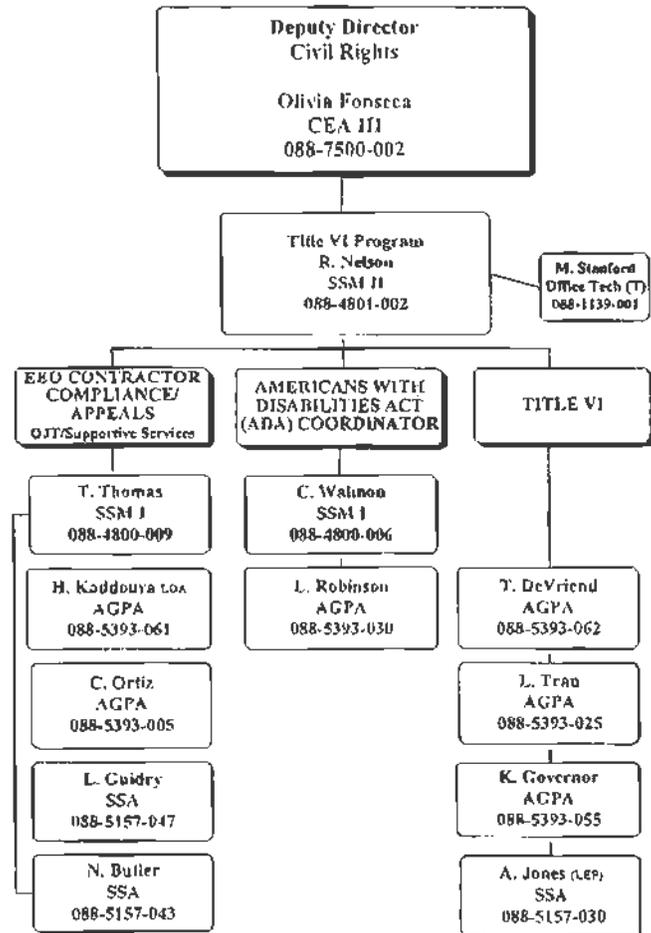
- Continue working with stakeholders and project team to ensure that all projects are in full compliance with applicable federal and State rules, regulations, policies and standards throughout the project development process.

Attachments A - E

ATTACHMENT A – TITLE VI PROGRAM
ORGANIZATIONAL CHART



DEPARTMENT OF
TRANSPORTATION
CIVIL RIGHTS –
External Equal Opportunity
Title VI Program
September 2009



ATTACHMENT B - TITLE VI LIAISONS
(INTERDISCIPLINARY TEAM/PAAS/DISTRICTS) ROSTERS

California Department of Transportation -Title VI Interdisciplinary Team (T6-IT)

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS
Rita A. Nelson	Title VI Coordinator	Civil Rights	(916) 324-8399	rita_a_nelson@dot.ca.gov
Angela Shell	Branch Chief, Labor Compliance	Construction	(916) 654-3501	angela_shell@dot.ca.gov
Pam Suszko	Senior Transportation Engineer	Design	(916) 653-6296	pam_suszko@dot.ca.gov
Heather Ellis	Associate Governmental Program Analyst	Engineering Services	(916) 227-0697	heather_ellis@dot.ca.gov
Peter Bond	Sr. Environmental Planner	Environmental Analysis	(916) 653-8307	peter_bond@dot.ca.gov
Sue Morandi	Associate Governmental Program Analyst	Legal	(916) 654-2630	sue_morandi@dot.ca.gov
Eugene Shy	Sr Transportation Engineer	Local Assistance	(916) 651-6552	eugene_shy@dot.ca.gov
Sherry Liberty	Chief, Personnel & Field Support	Maintenance	(916) 651-2002	sherry_liberty@dot.ca.gov
Lynette Bell	Staff Services Manager I	Research & Innovation	(916) 654-7654	lynette_bell@dot.ca.gov
Michele Newmarch	Staff Services Manager I	Procurement and Contracts	(916) 227-6012	michele_newmarch@dot.ca.gov
Clarissa Jones	Associate Governmental Program Analyst	Project Management	(916) 654-3566	clarissa_jones@dot.ca.gov
Rene Fletcher	Sr Right of Way Agent	Right of Way and Land Surveys	(916) 654-7269	rene_fletcher@dot.ca.gov
Michelle Robinson	Chief, Administration Support Branch	Transportation Planning	(916) 651-6889	michelle_robinson@dot.ca.gov
Christy S. Gordon	Chief, Administrative Services	Traffic Operations	(916) 653-4642	christy_s_gordon@dot.ca.gov

Revised: 11/12/09

Title VI Program Area Administrators

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS	DIVISION CHIEF
Philip Crimmins	Program Area Administrator	Aeronautics	(916) 654-6223	philip_crimmins@dot.ca.gov	Gary Cathey (916) 654-5183
Rita A. Nelson	Title VI Coordinator	Civil Rights	(916) 324-8399	rita_a_nelson@dot.ca.gov	Olivia Fonseca (916) 324-0990
Angela Shell	Branch Chief, Labor Compliance	Construction	(530) 634-7637	angela_shell@dot.ca.gov	Mark Leja (916) 654-2157
Pam Suszko	Senior Transportation Engineer	Design	(916) 653-6296	pam_suszko@dot.ca.gov	Terry Abbott (916) 654-3858
Heather Ellis cc: Barbara Martinez	Associate Governmental Program Analyst	Engineering Services	(916) 227-8185	heather_ellis@dot.ca.gov	Bob Piclow (916) 227-8800
Peter Bond	Sr. Environmental Planner	Environmental Analysis	(916) 653-8307	peter_bond@dot.ca.gov	Jay Norvell (916) 653-7136
Patrice Carroll	Civil Rights Coordinator	Local Assistance	(916) 653-9251	patrice_carroll@dot.ca.gov	Denix Anbiah (916) 653-1776
Sherry Liberty	Chief, Personnel & Field Support	Maintenance	(916) 651-2002	sherry_liberty@dot.ca.gov	Steve Takigawa (916) 654-5849
Kimberly Gayle cc: Lisa Bell	Office Chief, FTA Grants Program	Mass Transportation	(916) 654-8074	kimberly_gayle@dot.ca.gov	Jane Perez (Interim) (916) 654-8144
Kemuel Pruitt cc: Erlinda Ibarbie and Michele Newmarch	Program Area Administrator	Procurement & Contracts	(916) 227-6047	kemuel_pruitt@dot.ca.gov	Bill Fackenthal (916) 227-6100
Clarissa Jones	Associate Governmental Program Analyst	Project Management	(916) 653-3075	clarissa_jones@dot.ca.gov	Karla Sutliff (916) 654-2494
Mary Rodriguez	Staff Services Manager I	Rail	(916) 651-8478	mary_rodriguez@dot.ca.gov	William D. Bonte (916) 654-3797
Glenna Stewart cc: Lynette Bell	Associate Governmental Program Analyst	Research & Innovation	(916) 654-7482	glenna_stewart@dot.ca.gov	Larry Orcutt (916) 654-8877

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS	DIVISION CHIEF
Rene Fletcher	Senior Right of Way Agent	Right of Way & Land Surveys	(916) 654-7269	rene_fletcher@dot.ca.gov	Tony Taveres (916) 654-5075
Robena Littlefield Christy S. Gordon	cc: Associate Governmental Program Analyst	Traffic Operations	(916) 654-5953	robena_littlefield@dot.ca.gov	Robert Copp (916) 654-2352
Michelle Robinson cc: Mitchell Baker and Markon Flournoy	Chief, Administration Support Branch	Transportation Planning	(916) 654-5353	michelle_robinson@dot.ca.gov	Sharon Scherzinger (Interim) (916) 653-1818

District Title VI Liaisons

NAME	DISTRICT	PHONE/FAX	TITLE	E-MAIL ADDRESS	LOCATION
Emma Cleveland	1	(707) 445-5318 (707) 441-5871	EEO Officer/Title VI Liaison	emma_cleveland@dot.ca.gov	1656 Union Street Eureka, CA 95501
Mark E. Robertson	2	(530) 225-3055 (530) 225-3244	EEO Officer/Title VI Liaison	mark_e_robertson@dot.ca.gov	4300 Caterpillar Road Redding, CA 96003
Marlo P. Tinney	3	(916) 274-0610 (916) 274-0648	Sr. Transportation Planner/Title VI Liaison	marlo_p_tinney@dot.ca.gov	2800 Gateway Oaks Drive, MS 19 Sacramento, CA 95833
Kimberly Ponder	4	(510) 286-5871 (510) 286-5872	EEO Manager/Title VI Liaison	kimberly_ponder@dot.ca.gov	111 Grand Avenue, MS 6A Oakland, CA 94613
Gillian McCallum	5	(805) 549-3037 (805) 549-3307	EEO Officer/Title VI Liaison	gillian_mccallum@dot.ca.gov	50 Higuera Street San Luis Obispo, CA 93401
Patti Van Loon	6	(559) 444-2522 (559) 488-4332	EEO Manager/Title VI Liaison	patti_van_loon@dot.ca.gov	1352 West Olive Ave Fresno, CA 93728
Sylvia Delgado	7	(213) 897-8244 (213) 897-8512	EEO Officer/Title VI Liaison	sylvia_delgado@dot.ca.gov	100 S. Main Street, 12th Floor Los Angeles, CA 90012
Michelle Profant	8	(909) 383-6396 (909) 383-7211	EEO Officer/Title VI Liaison	michelle_profant@dot.ca.gov	464 West 4th Street, MS 1249 San Bernardino, CA 92401
Deb Lowgren	9	(760) 872-0752 (760) 872-5201	EEO Officer/Title VI Liaison	deborah_lowgren@dot.ca.gov	500 S. Main Street Bishop, CA 93514
Lauren Pulido, Acting	10	(209) 948-7968 (209) 948-7227	EEO Officer/Title VI Liaison Manager	lauren_pulido@dot.ca.gov	1976 E. Charter Way Stockton, CA 95205
Gloria Koch	11	(619) 688-4249 (619) 688-3290	EEO Officer/Title VI Liaison	gloria_koch@dot.ca.gov	4050 Taylor Street, MS 251 San Diego, CA 92110

ATTACHMENT C - TITLE VI POLICY STATEMENT

DEPARTMENT OF TRANSPORTATION
OFFICE OF THE DIRECTOR
1120 N STREET
P O BOX 942873
SACRAMENTO, CA 94273-0001
PHONE (916) 654-5266
FAX (916) 654-6608
TTY (916) 653-4086

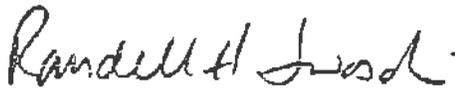


*Flex your power!
Be energy efficient!*

August 25, 2009

TITLE VI POLICY STATEMENT

The California State Department of Transportation under Title VI of the Civil Rights Act of 1964 and related statutes, ensures that no person in the State of California shall, on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity it administers.


RANDELL H. IWASAKI
Director

"Caltrans improves mobility across California"

Attachment C

ATTACHMENT D - TITLE VI PUBLIC PARTICIPATION
DATA COLLECTION FORMS

Memorandum

*Flex your power!
Be energy efficient!*

To: Please See Attached List

Date: March 10, 2009


From: RITA A. NELSON
Chief, Title VI Program
Civil Rights

Subject: Public Participation Data Collection

During the Title VI Interdisciplinary Team/Liaison meeting, held on January 14, 2009, there was a discussion on documenting public participation. The Federal Highway Administration (FHWA) representatives present at the meeting indicated there is a need for Caltrans to focus its time and energy in getting more workshop and meeting participants to complete a voluntary public participation survey at public events. FHWA suggested two methods to get participants to complete the survey which may be helpful to you in collecting, analyzing and reporting the data in accordance with 23 Code of Federal Regulation §200.9, (b) (4) and (b) (10).

The first method is to have a greeter welcome participants to the event. When participants feel comfortable in the meeting setting, they are more apt to offer information about themselves and thus be more inclined to complete a survey. The second method is to make a general announcement at the beginning of the event welcoming the group and explaining the purpose of the event and the importance of completing the public participation survey. You might also explain how the information will be used. The following is a sample script:

Hello, my name is _____. I represent Caltrans _____. Caltrans is currently assessing alternatives to improve traffic congestion on Route 99. I would like to explain the purpose of the Caltrans Public Participation Survey. The information is being collected in order to comply with Title VI of the Civil Rights Act of 1964, Nondiscrimination in Federally Assisted Programs. As a recipient of federal financial assistance, Caltrans is required to collect and analyze data on race, color, national origin, sex, age and disability. The data you provide will enable Caltrans to ensure that residents and communities impacted by this project have been included in the decision making process. The information will not be used for any other purpose. These survey questions should only take a few moments of your time. Please check the appropriate boxes which best describe you. Submittal of this information is voluntary. Please begin the survey. Thank you. Wait five minutes then make an announcement to pass the information to you.

Please See Attached List – Public Participation Data Collection
March 10, 2009
Page 2

If you find the methods mentioned above are not working for Headquarters/district programs, attached is the Public Participation Visual Tally to be used as an indirect method when at least 50 percent of the participants do not complete the survey. Caltrans employees who are responsible for collecting the data during the event will use their best judgment in physically counting participants in regards to race, disability, age, etc. FHWA has assured the Department that the Visual Tally is an acceptable means to collect data when Caltrans cannot obtain data using voluntary data collection methods.

Attached is the Caltrans Public Participation Survey template which was discussed at the meeting, held on January 14, 2009. It includes the recommended questions pertaining to Title VI for your use. The income groups listed are based on existing poverty thresholds. Depending on the meeting or workshop format, you may customize the survey or implement the survey form in a different manner to meet your specific needs. See *Civil Rights, Title VI Program [guidelines & appendices]*, pages 40 - 45, for additional information.

If you have any questions regarding data collection, please do not hesitate to contact me at (916) 324-8399 or email: rita_a._nelson@dot.ca.gov.

Attachments

To: Title VI Interdisciplinary Team Members/Program Area Administrators (PAAs)

Phillip Crimmins, Division of Aeronautics
Angela Shell, Division of Construction
Pam Suszko, Division of Design
Barbara Martinez, Division of Engineering Services
Peter Bond, Division of Environmental Analysis
Susan Morandi, Division of Legal
Patrice Carroll, Division of Local Assistance
Eugene Shy, Division of Local Assistance
Sherry Liberty, Division of Maintenance
Tracey Frost, Division of Mass Transportation
Kemuel Pruitt, Division of Procurement and Contracts
Erlinda Ibarbie, Division of Procurement and Contracts
Michele Newmarch, Division of Procurement and Contracts
LeAnn Bromley, Division of Research and Innovation
Debbie Keelan, Division of Research and Innovation
Clarissa Jones, Division of Project Management
Mary Rodriguez, Division of Rail
Xiomara Balladares, Division of Right of Way and Land Surveys
Victor Fortenberry, Division of Traffic Operations
Christy S. Gordon, Division of Traffic Operations
Carl Payne, Division of Transportation Planning
Marlon Flournoy, Division of Transportation Planning

District Title VI Liaisons

Emma Cleveland, District 1
Mark E. Robertson, District 2
Merry Grisak, District 3
Colleen Mayo, District 3
Kimberly Ponder, District 4
Ruby Louie, District 4
Gillian McCallum, District 5
Patti Van Loon, District 6
Sylvia Delgado, District 7
Michelle Profant, District 8
Deb Lowgren, District 9
Kristen Eddings, District 10
Lauren Pulido, District 10
Gloria Koch, District 11
Elizabeth Philippon, District 12

Please See Attached List – Public Participation Data Collection

March 10, 2009

Page 4

- c: Olivia Fonseca, Deputy Director, Civil Rights
- Randell Iwasaki, Chief Deputy Director
- R. Gregg Albright, Deputy Director, Planning and Modal Programs
- Susan Hogg, Deputy Director, Administration
- Kari Gutierrez, Acting Deputy Director, Information Technology
- Richard D. Land, Deputy Director, Project Delivery
- Gary Cathey, Chief, Division of Aeronautics
- Mark Leja, Chief, Division of Construction
- Terry Abbott, Chief, Division of Design
- Robert Pieplow, Chief, Division of Engineering Services
- Jay Norvell, Chief, Division of Environmental Analysis
- Earl Seaberg, Acting Chief, Division of Local Assistance
- Steve Takigawa, Chief, Division of Maintenance
- Sharon Scherzinger, Chief, Mass Transportation
- Megan Rettke, Acting Chief, Division of Procurement and Contracts
- Larry Orcutt, Chief, Division of Research and Innovation
- David Youmans, Acting Chief, Division of Project Management
- Lam Nguyen, Acting Division of Rail
- Bimla G. Rhinehart, Chief, Division of Right of Way and Land Surveys
- Joan Sollenberger, Chief, Division of Transportation Planning
- Robert Copp, Chief, Division of Traffic Operations
- Premjit Rai, Chief, Office of Equal Employment Opportunity

- Charles Fielder, District Director, District 1
- John Bulinski, District Director, District 2
- Jody Jones, District Director, District 3
- Bijan Sartipi, District Director, District 4
- Rich Krumholz, District Director, District 5
- Malcom Dougherty, District Director, District 6
- Doug Failing, District Director, District 7
- Raymond Wolfe, District Director, District 8
- Thomas Hallenbeck, District Director, District 9
- Tony Tavares, Acting District Director, District 10
- Pedro Orso-Delgado, District Director, District 11
- Cindy Quon, District Director, District 12

- Lance Yokota, Civil Rights Manager, FHWA
- Derrin Jourdan, Civil Rights Officer, FTA

Caltrans Public Participation Survey

The following information is being collected by the California Department of Transportation (Caltrans) in order to comply with Title VI of the Civil Rights Act of 1964, *Nondiscrimination in Federally Assisted Programs*. Please take a few moments to complete the following questions. The data that you provide will enable Caltrans to identify impacted residents and communities affected by the Federal-Aid Highway Program. Please check the appropriate boxes with an "X" which best describe you and return the survey to the meeting coordinator. Submittal of this information is voluntary.

Sex

- Female Male

Race

- Asian/Pacific Islander African American
 American Indian/Alaskan Native Hispanic
 White (not Hispanic) Other _____

Disability

- Yes No

Age

- Under 40
 Over 40

Income

- Less than \$21,201
 Over \$21,200

Language

What language is primarily spoken in your household? _____

Public Participation Visual Tally

Date of Event: _____ Location: _____

Purpose: _____

	Total
Gender	
Female	
Male	
Race	
Asian/Pacific Islander	
American Indian/ Alaskan Native	
African American	
Hispanic	
White (not Hispanic)	
Other	
Disability	
Yes	
No	
Age	
Under 40	
Over 40	
Income	
Under \$21,201	
Over \$21,200	

¹ Record the total count of income provided on the voluntary public participation form.

Encuesta de la Participación Pública de Caltrans

La siguiente información está juntada por el Departamento de Transporte de California (Caltrans), a fin de cumplir con el Título VI del Acta de los Derechos Civiles de 1964, para no tener discriminación en programas de asistencia federal. Por favor tome un momento para completar las siguientes preguntas. Los datos que usted suministra permitirá que Caltrans identifique a los residentes impactados y las comunidades afectadas por el Programa de Carretera de ayuda financiera federal. Por favor marque las cajas apropiadas con una "X" a lo que más le describe y devuelve la encuesta al coordinador de la junta. La presentación de esta información es voluntaria.

Sexo

- Femenino Masculino

Raza

- Asiático/Isleño Pacífico Africano Americano
 Indio Americano/Nativo de Alaska Hispano
 Norteamericano (no Hispano) Otro _____

Incapacidad

- Sí No

Edad

- Menores de 40 años
 Más de 40 años

Ingresos

- Menos de \$22,051
 Más de \$22,050

Idioma

¿Qué idioma se habla principalmente en su hogar? _____

ATTACHMENT E – OUTREACH TO COMMUNITIES – FFY 2009

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 1 Advance Planning	Discussion with External Advisory Group	Caltrans	Outreach Meeting	District Office	Introduce scope of study and request feedback	12/22/08	N/A	Local special interest groups and public agencies	N/A	19	phone/email
District 1 Advance Planning	Public outreach meeting	Caltrans	Public Meeting	Mendocino Recreation and Community Center	Present project alternatives and receive public input	5/7/09	N/A	General Public	N/A	100+	mailers, news release
District 1 Advance Planning	Press Release and interview with Times Standard	Caltrans	Outreach activity	District Office	Inform public of study	5/11/09	N/A	General Public	N/A	1	mass media
District 1 Advance Planning	Discussion with local Chamber of Commerce	Caltrans	Community Outreach meeting	Chamber Office	Inform business community of study	4/9/09	N/A	Business Community	N/A	10	phone/email
District 1 Advance Planning	Discussion with Humboldt County Association of Governments (HCAOG)	Caltrans	Local Agency partnership/outreach meeting	Adorni Center	Introduce scope of study	5/14/09	N/A	Local agencies, public	N/A	25	phone/email
District 1 Advance Planning	Consultation on transportation enhancement project for project on Tribal Lands	Caltrans	Tribal Outreach meeting	Hoopa Valley Tribe Roads Department Office in Hoopa, CA	To discuss the scope of the proposed transportation enhancement project	7/15/09	N/A	Tribal	N/A	5	In person and on phone
District 1 Advance Planning	Consultation with Cultural Committee regarding impacts of seismic retrofit project	Caltrans	Tribal Outreach meeting	Yurok Tribal Offices in Klamath, CA	To identify potential archeological sites within the project limits.	2/27/09	N/A	Tribal	N/A	15-20	In person

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 1 Advance Planning	Open House	Caltrans	Open House	Upper Lake Elementary School	To discuss transportation project at the intersection of Routes 20 and 29.	9/30/09	N/A	Tribal	N/A		Mail, newspaper
District 1 Advance Planning	Roundtable Discussion with External Advisory Group	Caltrans	Informational meeting	District Office	Introduce scope of study and request feedback.	9/17/09	N/A	Local special interest groups & partners	N/A	TBD	phone, email
District 1 Advance Planning	Presentation to Community District	Caltrans	Informational meeting	District Office	To update community and Board of Directors on the Feasibility Study	9/17/09	N/A	General Public	N/A	TBD	Scheduled BOD Meeting
District 1 Advance Planning	Disoussion with Tribe	Trinidad Rancheria	Tribal Outreach meeting	Trinidad Rancheria	To discuss results of public meeting		N/A	Tribal	N/A	20	in person, newspaper
District 1 Environmental Planning	Outreach for Eureka-Arcata Corridor Improvement	Caltrans	Public Open House	Eureka	Informational Open House with public comment	12/3/08	No interpreters/special aides requested or required.	Primarily white, two low-income communities were identified adjacent to the project.	Caltrans retained a consultant to prepare a socio-economic study. Demographic statistics from U.S. Census.	144	Internet, mailing, press release to newspapers, local television and radio stations
District 1 Project Management	Outreach for Simpson Intersection Project	Caltrans	Public Open House	Fort Bragg	Proposal of two alternatives to improve the intersection of State Route 1 and Simpson Lane	10/16/08	No interpreters/special aides requested or required.	Primarily White	Caltrans retained a consultant to prepare a socio-economic study. Demographic statistics from U.S. Census.	113	Internet, e-mail, newspaper
District 1 Project Management	Albion River/Salmon Creek Bridge Replacement	Caltrans	Informational Open House	Mendocino	Informational Open House	5/7/09	No interpreters/special aides requested or required.	Primarily White	Demographic statistics from U. S. Census	86	Internet, newspapers, and radio spots

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 1 Project Management	Simpson Intersection Project 01-48020	Caltrans	Public Open House	Fort Bragg	Informational Open House	7/1/09	No interpreters/special aides requested or required.	Primarily White	Demographic statistics from U. S. Census	35	Internet, newspapers, radio and television spots
District 1 System Planning	TE Grant meeting with Hoopa Tribal Roads Dept. Representatives	Caltrans	Grant application meeting	Hoopa Tribe's Roads Dept. Office	To discuss details of the TE application that CT staff prepared in cooperation with Tribal staff	7/15/09	N/A	Native American		5	Email invitation, phone
District 1 System Planning	Mendocino COG TAC	MCOG	Tech. Advisory Committee - project review	MCOG's Ukiah office	To review agenda items pertaining to transportation projects either proposed or underway. MCOG also reviews future public projects in early-level	8/19/09	N/A	General Public including Tribal, low-income and disabled			Email invitation, phone, MCOG's website
District 1 Regional Planning	Native American Leadership and Outreach Meeting for Lake and Mendocino Counties	Caltrans	Tribal Outreach	Lake and Mendocino (County Bldg and Tribal Consortium)	To develop effective relationships between the Tribes and Caltrans	10/9/09	NA	Native American		Information not available yet	Paper invitation, Email invitation, Phone Call
District 1 Regional Planning	Native American Leadership and Outreach Meeting for Humboldt and Del Norte Counties	Caltrans	Tribal outreach	Humboldt Area Foundation, Eureka	To develop effective relationships between the Tribes and Caltrans	3/8/09	N/A	Native American		23	Paper invitation, Email invitation, Phone Call
District 1 Regional Planning	Broadway Feasibility Stakeholder Outreach meeting	Caltrans	Community Outreach	Eureka	To involve stakeholders in feasibility study	various	N/A	Handicapped and low income			email
District 1 Regional Planning	Predevelopment review. Met with Pinoleville Band of Pomo Indians to discuss future development plans	Caltrans/BIA	Informational meeting	Pinoleville Rancheria, Ukiah	To discuss future development on Rancheria and associated traffic impacts	8/13/08		Native American		5	phone invitation

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 1 Regional Planning	Outreach Meeting. Met with Round Valley Indians to discuss future development plans and transportation needs	Caltrans/BIA	Informational meeting	Covelo, Round Valley	To discuss future development on Rancheria and associated traffic impacts, as well as other transportation issues	10/28/2008 (several additional)		Native American		60	phone invitation
District 1 Local Assistance	Local Assistance Webinar	Caltrans	Informational meeting	Webinar	To discuss current Local Assistance issues, ARRA updates, and updates on federal aid funding for transportation projects	3/5/09 (bi-weekly)	N/A	Tribes		10	email
District 2 Advance Planning	Facilitation meeting, Bureau of Indian Affairs (BIA) & Redding Rancheria Public Works Department	Caltrans	Long Range	District Office	Identify FHWA & BIA funding sources for the Rancheria's long range transportation planning	11/13/08	None	Native American	Field Directory of the California Indian Community	3	email, phone calls, and in person
District 2 Advance Planning	Quarterly Memorandum of Understanding (MOU) meeting Pit River Tribe and Caltrans	Caltrans	Partnering	urney Tribal Office	MOU meeting Pit River Tribe Govt to Govt mtg. These meeting are to communicate, update on CT's activities, as well as Tribes concerns and update	9/8/09	None	None	Field Directory of the California Indian Community	15 +/-	email, phone calls, and in person
District 2 Advance Planning		California Department of Fish and Game	Partnering	Susanville Indian Rancheria	Facilitate on-going communication	1/14/2009	None	Native American	Field Directory of the California Indian Community	8	email, phone calls, and in person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 2 Advance Planning	Annual MOU meeting with the Karuk Tribe of California and Caltrans District Director	Caltrans	Partnering	Karuk Tribal Hall Happy Camp	MOU meeting Pit River Tribe Government to Government meeting. This meeting is to communicate, provide an update on Caltrans' activities, as well as listen to the Tribe's concerns and progress.	2/18/09	None	Native American	Field Directory of the California Indian Community	5	email, phone calls, and in person
District 2 Advance Planning	Susanville Indian Rancheria's Earth Day Celebration	Susanville Indian Rancheria	Partnering & Outreach	Susanville	Caltrans was invited to do a display in coordination with Earth Day. Caltrans focused on District Herbicide Reduction practices, consideration in tribal gathering locations withing Caltrans right of way and a display on Caltrans' Adopt-A-Highway program	4/25/09	None	Native American	Field Directory of the California Indian Community	200+	email, phone calls, and in person
District 2 Advance Planning	Annual MOU meeting Winnemem Wintu Tribe and Caltrans	Caltrans	Partnering	District Office	MOU meeting Winnemem Wintu Tribe-Government to Government meeting. This meeting is to communicate, provide an update on Caltrans' activities, as well as listen to the Tribe's concerns and progress.	5/27/09	None	Native American	Field Directory of the California Indian Community	2	email, phone calls, and in person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 2 Advance Planning	Tribal Transportation Academy	Caltrans	Regional Partnering	Redding Rancheria	To introduce North State Tribal Governments and employees to Caltrans processes	8/24/09 and 08/25/09	None	Native American	Field Directory of the California Indian Community	45+/-	email, phone calls, and in person
District 2 Advance Planning	Native American Day	Caltrans	Partnering	District Office	To introduce and expose Caltrans staff to California Native American culture and history	8/28/09	None	Native American	Field Directory of the California Indian Community	50+/-	email, phone calls, and in person
District 2 Advance Planning	Quarterly MOU meeting Pit River Tribe and Caltrans -Govt to Govt	Caltrans	Partnering	Burney Tribal Office	MOU meeting Pit River Tribe Govt to Govt mtg. These meeting are to communicate, update on CT's activities, as well as Tribes concerns and update	9/8/09	None	None	Field Directory of the California Indian Community	15+/-	email, phone calls, and in person
District 2 System Planning	Outreach for the State Route 99 Transportation Concept Report	Caltrans	Public Meeting/ Workshop	Los Molinos, CA	To educate the public about the Transportation Concept Report process; To learn what interests (positive and negative) the public has regarding SR 99; To develop a future plan for State Route 99	3/16/09	Spanish-speaking interpreter was available. This interpreter volunteered to come and lived in the community	White (primarily), Hispanic, African American, limited english proficiency (Spanish primary language), disability, and low-income	U.S. Census Department	31	Title VI Outreach Database for direct mailings; Added contacts based on community contacts; Walked through community and distributed fliers in Spanish and English; Internet website; Agency presentations; Media outreach

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 2 System Planning	Outreach for the State Route 99 Transportation Concept Report	Caltrans	Public Meeting/ Workshop	Los Molinos, CA	To present summarized public comments and draft regarding SR 99 to community members.	5/18/09	Spanish-speaking interpreter was available. This interpreter volunteered to come and lived in the community.	White (primarily), Hispanic, African American, limited english proficiency (Spanish primary language), disability, and low-income	U.S. Census Department	20	Title VI Outreach Database for direct mailings; Added contacts based on community contacts; Walked through community and distributed fliers; internet website; Agency presentations; Media outreach;
District 2 System Planning	Bicycle Transportation Partnership	Caltrans	Non Motorized Outreach	Redding, McConnell Foundation / Susanville, Sage Hen Restaurant	To conduct outreach to those interested in networking and partnering to create a better bicycle transportation community.	August 2008 - February 2009	None		Target outreach to the non-motorized community.	20-50	Title VI Outreach Database/Postcard Mailings/Phone Calls/Email/Meeting
District 2 System Planning	Bicycle Transportation Partnership	Caltrans	Non Motorized Outreach	Redding, McConnell Foundation / Susanville, Sage Hen Restaurant	To conduct outreach to those interested in networking and partnering to create a better bicycle transportation community.	August 2008 - February 2009	None		Target outreach to the non-motorized community.	20-50	Title VI Outreach Database/Postcard Mailings/Phone Calls/Email/Meeting
District 2 System Planning	Outreach for the State Route 299 Transportation Concept Report	Caltrans	Public Workshop	Montgomery Creek, Shasta County	Gathered public comments about SR 299 from community members.	3/18/09	None	White (primarily), english primary language, Some: (low income & disability; black or African American; Hispanic or Latino)	U.S. Census Department	28	Title VI Outreach Database for direct mailings; Agency presentations; PIO media outreach

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 2 System Planning	Outreach for the State Route 299 Transportation Concept Report	Caltrans	Public Workshop	Alluras, Modoc County	Gathered public comments about SR 299 from community members.	3/24/09	None	White (primarily), english primary language, Some: (low income & disability; Hispanic or Latino)	U.S. Census Department	24	Title VI Outreach Database for direct mailings; Agency presentations; PIO media outreach
District 2 System Planning	Outreach for the State Route 299 Transportation Concept Report	Caltrans	Public Workshop	Burney, Shasta County	Gathered public comments about SR 299 from community members.	3/30/09	None	White (primarily), english primary language, Some: (low income & disability; black or African American; Hispanic or Latino)	U.S. Census	26	Title VI Outreach Database for direct mailings; Agency presentations; PIO media outreach
District 2 Program Project Management	South Redding 8 Lane Open House EA 02-4C401	Caltrans	Open House	Redding, CA	Discuss Redding 6 Lane and Sound Wall	05/17/2008 Ongoing	Language translation or other accommodations made available upon request	14 White, 1 Native	U.S. Census	15	Flyers in English & Spanish Advertisment handled by PIO
District 2 Program Project Management	Los Molinos Public Meeting EA 02-4C580	Caltrans	Public Meeting	Los Molinos CA	Discuss ongoing transportation project delivery issues	05/27/2008 Ongoing	Language translation however, other accommodations made available upon request	45 White 1 American Indian	U. S. Census	46	Flyers in English & Spanish, Radio, Newspaper and TV.
District 2 Program Project Management	South Avenue Interchange EA 02-37070	Caltrans	Public Meeting and Open House	Corning, CA	Public Meeting to discuss improvement of South Avenue Interchange	July 8, 2008 Ongoing	Language translation or other accommodations made available upon request	16 White	U. S. Census	16	Flyers in English & Spanish, Radio, Newspaper and TV.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 2 Program Project Management	Antler's Bridge Realigning EA 02-37890	Caltrans	Door to Door Public Outreach	Lakehead, CA	Announce start date of the realigning of Antler's Bridge	8/11/2008 Ongoing	Language translation or other accommodations made available upon request	54	U. S. Census	54	One on One Conversation & Hand-out of Flyers and Maps of Antler's Project.
District 2 Program Project Management	Antler's Bridge Realigning EA 02-37890	Caltrans	Door to Door Public Outreach	Sequoia School - Dale Widner	Announce start date of the realigning of Antler's Bridge	8/11/2008 Ongoing	Language translation or other accommodations made available upon request	54	U. S. Census	54	One on One Conversation & Hand-out of Flyers and Maps of Antler's Project.
District 2 Program Project Management	Antler's Bridge Realigning EA 02-37890	Caltrans	Door to Door Public Outreach	Sequoia School - Brett Ditzler	Announce start date of the realigning of Antler's Bridge	8/11/2008 Ongoing	Language translation or other accommodations made available upon request	54	U. S. Census	54	One on One Conversation & Hand-out of Flyers and Maps of Antler's Project.
District 2 Public Information Office	Weed Ribbon Cutting	Caltrans	Meeting	City of Weed	Celebrate completion of project	10/23/08	None	Survey not taken	District 2 Title VI Database	50	Flyers and Local news
District 4 Public Information Office	Coyote Point Yacht Club 101 Auxiliary Lane Widening	Caltrans	Project Update	San Mateo, CA	Public Input	10/1/08	None	White, Elderly (Retired)	Not Applicable	35	Yacht Club Point of Contact
District 4 Public Information Office	Menlo Park US 101 Widening	Caltrans	Project Update	Menlo Park, CA	Public Input	12/08 and 1/09	None	White	Not Applicable	40 to 50	Flyering
District 4 Public Information Office	San Pablo Dam Road Interchange Project	Caltrans, CCTA, FHWA, City of San Pablo	Initial Environmental Assessment	San Pablo, CA	Public Input	8/19/09	Spanish translator available, but not needed	White, Asian, Hispanic	Census Data	35 to 40	Public Notice, Media Coverage, Letters mailed to affected residents

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 4 Public Information Office	Central Project (Sonoma County)	Caltrans and Consultant Group	Update project status	Mobile Home Park Community Room	Public Input	4/09 and 5/09	None	White, Elderly (Retired)	Not Applicable	200	Newspaper advertisement, Community Ctr. Newsletter
District 4 Public Information Office	Bolinas Lagoon Restoration Project	NOAA, National Marine Sanctuary, Marin Open Space District, Army Corps of Engineers, Caltrans	Environmental Presentation	Stinson Beach Community Center	Public Input	7/30/09	None	Community at Large	Not Applicable	100	Newspaper, Notification of Local Water District
District 4 Public Information Office	Interstate 80 Paving Project	Caltrans	Public Meeting	Fairfield/ Vacaville, CA	To inform residents of work being done on I-80.	6/1/08	None	White, Hispanic	Visual	4 to 8	Mailers
District 4 Public Information Office	State Route 29 Flyover	Caltrans and NCTPA	Public Scope Meeting	Napa, CA	Solicit feedback from public re. the project and associated issues.	8/10/09	None	White	Visual	10	Newspaper advertisement, Internet advertisement
District 4 Planning and Local Assistance	CBTP FY 06/07 Grant for "Columbus Ave. Revitalization Master Plan"	City of San Francisco supported by Caltrans	Community Based Transportation Planning Grant	Chinatown Community Development Corporation; Friends of Washington Square; the Fisherman's Wharf CBD; the North Beach Chamber of Commerce; Ming Pao daily news; North Beach Merchants Association; A Better Chinatown Tomorrow	Stakeholder meeting	2/07 - 3/09	Available upon request	Italian, Chinese, and other Asian groups	SF Renew and community-based organizations		Bilingual Charrette fliers.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 4 Planning and Local Assistance	CBTP FY 07/08 Grant for "Canalfront Corridor Improvement Concept Planning"	City of San Rafael supported By District 4 and ABAG	Community Based Transportation Planning Grant	San Rafael	Community focus groups, citizens advisory committee, design charrette	bi-monthly 2008-09	Spanish and Vietnamese Interpreters used at community meetings.	Latines from Mexico & Central America and southeast Asian groups	Community activists, i.e. Canal Welcome Center	over 100 at general community meetings, about 35 at CAC meetings	Flyers distributed throughout the neighborhood, announcements in newspapers.
District 4 Planning and Local Assistance	CBTP FY 07/08 Grant for "Harrison/Oakland Corridor Community Design Plan"	City of Oakland supported by Caltrans	Community Based Transportation Planning Grant	Westlake Coalition, the Harrison St./Oakland Avenue Neighborhood Association, the Piedmont Association Neighborhood Improvement League, the Rose Garden Neighborhood Association, Walk Oakland Bike Oakland	Stakeholder meeting	2/2008-8/2009	Available upon request	Asian and Hispanic groups			Bilingual Charrette fliers
District 4 Planning and Local Assistance	CBTP FY 08/09 Grant for "Improving Safety and Mobility Along Highway 1 in the County of San Mateo"	County of San Mateo supported by Caltrans	Community Based Transportation Planning Grant	El Granada	To receive community input about plans to improve safety, mobility, and connections along Hwy 1	6/25-30/09	Although there was low turnout from the Hispanic community, Spanish interpretation was available	Hispanic/Latino	Community-based organizations	estimated at 85	Bilingual Charrette fliers
District 4 Planning and Local Assistance	Goods Movement and Community Based Planning	West Contra Costa County Health Services	Context-Sensitive Planning for EJ Communities	South East Facility, Richmond Community Schools	Community Outreach	Four meetings throughout the life of the study ending in February 2009	Spanish Interpretation by City of Oakland Equal Access Unit	Mainly Latino, African American	U.S. Census, Health Department Records	400 people in 4 meetings	Passout Flyers to the community, neighborhood, Local Churches

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 4 Planning and Local Assistance	West Oakland Community Integration Plan for Transportation with Environmental, Economic and Public Health needs	Oakland/ Alameda County	Context-Sensitive Planning for EJ Communities	West Oakland Community Facility Building	Community Outreach	Four meetings throughout the life of the study ending in February 2009	None	Mainly Latino, African American	U.S. Census, Health Department Records	250 people in 4 Meetings	Handout flyers to Community, neighborhood and Local Churches
District 4 Planning and Local Assistance	Ashland/Cherryland Livability Initiative	Ashland/ Cherryland, Alameda County	Context-Sensitive Planning for EJ Communities	Alameda County conference Room and Community Buildings	Community Outreach	Six meetings throughout the life of the study ending in Feb 2009	Spanish Interpretation by City of Oakland Equal Access Unit	Mainly Latino, African American	U.S. Census, Health Department Records	500 people in 6 meetings	Agencies meeting, community Neighborhood meeting
District 4 Planning and Local Assistance	Bayview Hunters Point Community Clean Air Program	City and County of San Francisco	Context-Sensitive Planning for EJ Communities	Schools, City conference Room, community Buildings in San Francisco.	Community Outreach	Four meetings throughout the life of the study ending in Feb 2009	None	Low-income community Hispanic, African American	U.S. Census, Health Department Records	300 people in 4 meetings	Agencies meeting, community Neighborhood meeting
District 4 Planning and Local Assistance	Fair Oaks Access and Improvement Study for Community Mobility	Redwood City, San Mateo County	Context-Sensitive Planning for EJ Communities	Schools, City conference Room, community Buildings and churches in San Francisco.	Community Outreach	Six meetings throughout the life of the study ending in Feb 2009	Asynchronous Spanish translators used	Mainly Hispanic community	U.S. Census, Health Department Records	300 people in 6 meetings	Agencies meeting, community and Neighborhood meeting

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 4 Planning and Local Assistance	Development Without Displacement	Association of Bay Area Government (ABAG) In City of Oakland	Context-Sensitive Planning for EJ Communities	ABAG Conference Room, Community Board Room, City and County Agency Conference Room	Community Outreach	Six meetings so far since start of study (6/1/08)	None	Mainly White, Spanish and African American low income residents	U.S. Census, Health Department Records	500 people in 6 Meetings	Agencies meeting, community and Neighborhood meeting
District 4 Planning and Local Assistance	Eastridge Transit Center Improvement and Access Plan	VTA	Context-Sensitive Planning for EJ Communities	VTA Conference Room, City and County Conference Buildings	Community Outreach	Had one meeting since start of study (4/01/2008)	None	Mainly white, Spanish and African-American low income residents	U.S. Census, Health Department Records	10 people VTA-in Office meeting	Agencies meeting, community and Neighborhood meeting
District 4 Planning and Local Assistance	Safe Journeys Planning	MTC-NIJC	Context-Sensitive Planning for EJ Communities	NIJC Conference Room, Othar Indian Reservation Agency	Community Outreach	Three meetings since start of study (8/12/08)	None	Tribal community residents	U.S. Census, Health Department Records	500 people in 3 meetings	Agencies meeting, community and Neighborhood meeting
District 4 Planning and Local Assistance	Tenderloin Traffic Calming and Circulation Plan	San Francisco County Transportation Authority	Context-Sensitive Planning for EJ Communities	San Francisco	Community Outreach	3/5/09	None	Economically-disadvantaged communities in the Tenderloin area	SFCTA website, Tenderloin - Little Saigon Study	23	Flyers, emails
District 4 Planning and Local Assistance	Bayview /Hunter Point Neighborhood Transportation Plan	San Francisco County Transportation Authority	Context-Sensitive Planning for EJ Communities	San Francisco	Community Outreach	3/5/09	None	Economically-disadvantaged communities in the Bayview/Hunter's Point area	SFCTA website	23	Flyers, emails

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Design	Project Development Team Meetings & ongoing project coordination	Caltrans	Meeting	District 6	Discuss ongoing transportation project delivery issues	Ongoing	Not Applicable	All impacted constituents	Not Applicable	Varies	meetings, phone calls, VTC
District 6 Design	Training	Caltrans	Training	District 6	Training for Caltrans personnel	Ongoing	Not Applicable	Staff	Not Applicable	Varies	in person, VTC
District 6 Environmental	EA: 47100, MAD-99, PM 7.1/7.9	Caltrans	Public Hearing	Madera South High School, Madera CA	Public hearing to discuss Avenue 12 Interchange Project	6/18/09	Yes- Spanish Interpretation	White Hispanic, low-income		12	
District 6 Environmental	EA:47150, TUL-99, PM 39.6/49.3	Caltrans	Information Meeting	Goshen Elementary, Goshen CA	Information meeting to discuss Betty Drive Interchange Project	5/19/09	Yes- Spanish Interpretation	Hispanic low-income		10	Internet English and Spanish Translation- Newspaper Ad/Mailings
District 6 Environmental	EA: 44262, FRE-99, PM 30.331.6	Caltrans	Public Hearing (Informal)	Rio Vista Middle School, Fresno CA	Public hearing to discuss Island 6-Lane Project	6/24/09	Yes- Spanish Interpretation Court Reporter	White, Hispanic		24	Internet English and Spanish Translation- Newspaper Ad/Mailings
District 6 Environmental	EA: 48460, KER-58	Local Agency- City of Bakersfield	Public Meeting	Bakersfield, CA	Public meeting to discuss Centennial Corridor 8-Lane project	10/2/08	Yes- Spanish Interpretation Power Point Presentation	White, Hispanic, low income		30	Internet English and Spanish Translation- Newspaper Ad/Mailings
District 6 Environmental	Various Projects	Caltrans/ Various Local Agency	Consultation with Tribes	Tribal Offices/ proposed project site	Discuss potential cultural resource concerns with Tribal community	as needed	None requested	Tribal		1 to 10	Phone, e-mail, formal letters
District 6 Environmental	Quarterly Tribal Updates	Sierra National Forest	TEA Cultural Studies	North Fork Rancheria	Provide Updates to the Tribes	1/30/2009	None requested	Native American		10	Meeting

**Outreach to Communities
FFY 2008**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Environmental	Quarterly Tribal Updates	Sequoia National Forest	TEA Cultural Studies	Sequoia NF, SO Porterville	Provide Updates to the Tribes	12/2/2008	None requested	Native American		20	Meeting
District 6 Planning	E. J. & Public Participation	Fresno COG	Coordination of Healthy Lifestyle and E. J. Task Force efforts	C.S.U. Fresno's Cen CA Regional Obesity Prevention Program, Fresno, CA	Coordination of Fresno COG E. J. Task Force/Central CA Regional Obesity Prevention Program (CCROPP)	10/1/2008	NA	Latino	NA	4	N/A
District 6 Planning	Tribal Consultation & Public Participation	U. S. Forest Service	Caltrans tribal outreach efforts	Sierra Mono Museum, North, CA	CT staff offered info on Traffic Ops, Transportation Planning Grants, TEA Cultural Resources Data Project	10/3/2008	NA	Native American Tribal Government representation	NA	30	N/A
District 6 Planning	Tribal Consultation and public participation, System Planning and Regional Planning	Caltrans	Caltrans outreach to Santa Rosa Tachi Rancheria Tribe	Santa Rosa Rancheria Tribal office	Outreach for the purpose of CSMPs, Regional Blueprint, Metro Rural Loop	10/8/2008	NA	Santa Rosa Tachi staff and Tribal members	NA	13 including 2 Tachi staff and four Tribal members	N/A
District 6 Planning	E. J. & Public Participation	City of Visalia	Lincoln Oval Park - Community Meeting #1	City of Visalia	Planned Community to Identify Improvements needed.	11/1/2008	NA	Hispanic, African American, Caucasian, Asian	NA	42	N/A
District 6 Planning	E. J. & Public Participation	Fresno Center for New Americans (FCNA)	FCNA outreach to organizations & government	Fresno Center for New Americans	To engage with the FCNA Community	11/21/2008		Latinos, African Americans and Southeast Asians	NA	200	N/A
District 6 Planning	Caltrans Transportation Planning Grants & CTP outreach	Central Valley Air Quality Coalition	Transportation Planning Grants outreach	Central Valley Air Quality Coalition Office, Fresno, CA	E. J. Coordinator provided info on CT Transportation Planning Grants & CTP Update	12/19/2008	NA	Latino & Southeast Asians	NA	12	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, System Planning and Public Participation	Caltrans	Native American outreach for SR 99 CSMP	Fresno, CA	Follow-up to questions from the Salinan Nation	1/5/2009	NA	Native American	NA	2	N/A
District 6 Planning	Community Based Transportation Planning & Environmental Justice	Caltrans	Caltrans Transportation Planning Grants & CTP outreach	Fresno, CA	Outreach to the Executive Director for Community Housing Council	1/7/2009	NA	Housing advocacy for low-income community based organization	NA	2	N/A
District 6 Planning	Community Based Transportation Planning & Environmental Justice	Caltrans	Transportation Planning Grants outreach	Fresno, CA	Outreach to the Executive Director for CA Coalition for Rural Housing	1/7/2009	NA	Housing advocacy for rural low-income community based organization	NA	2	N/A
District 6 Planning	Community Based Transportation Planning & Environmental Justice	Caltrans	Transportation Planning Grants outreach	Fresno, CA	Outreach-Tulare Co Resources Mgmt Agency & Health Department	1/8/2009	NA	Targeting rural low-income communities in Tulare County	NA	2	N/A
District 6 Planning	Community Based Transportation Planning & Environmental Justice	Caltrans	Transportation Planning Grants outreach	Fresno, CA	Outreach to Fresno County Health Department	1/9/2009	NA	Targeting rural low-income communities in Fresno County	NA	2	N/A
District 6 Planning	Community Based Transportation Planning & Environmental Justice	Caltrans	Transportation Planning Grants outreach	Fresno, CA	Outreach to Madera County Health Department	1/9/2009	NA	Targeting rural low-income communities in Madera County	NA	2	N/A
District 6 Planning	Tribal Consultation and Public Participation	U. S. Forest Service	Transportation Planning Grants/E. J.	US Forest Service, Porterville	Transportation Planning Grants information	1/14/2009	NA	Tribal Government	N/A	23	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	E. J. & Public Participation	City of Visalia	Environmental Justice Grant project	Wittman Village Community Center	Lincoln Oval Park Community Meeting #2	1/15/2009	CSET translated for Spanish speaking	Low-income, Latino Community members	NA		N/A
District 6 Planning	E. J. & Community Based Planning	Caltrans	Caltrans Transportation Planning Grants Outreach	City of Delano	Provided grants information to Kern County Central CA Regional Obesity Prevention Program	1/20/2009	NA	Kern Co Health Dept & City of Delano staff	NA	5	N/A
District 6 Planning	Tribal Consultation & Public Participation	Caltrans	Caltrans Grants Outreach, Indian Res Rds Inventory, Tribal Trans Needs Assessment Project, CSMP	McCarthy Ranch, Tule River Indian Reservation, Porterville, CA	Outreach to tribal governments	1/27/2009	NA	Picayune Rancheria of Chukchansi Indians, Tule River, Cold Spring, Table Mtn Rancheria, North Fork Rancheria Tribes	NA	30	N/A
District 6 Planning	E. J. & Community Based Transportation Planning	Tulare County Redevelopment Agency	Caltrans Transportation Planning Grants Outreach	Visalia, CA	CT/Tulare County to define target communities in Tulare Co	2/2/2009	NA	NA	NA	6	N/A
District 6 Planning	E. J. & Community Based Transportation Planning	Caltrans & U.S. Housing & Urban Development	Caltrans Transportation Planning Grants Outreach	U. S. HUD office, Fresno, CA	CT Grants Workshop for Affordable Housing Advocates	2/11/2009	NA	Affordable housing advocates primarily Latino low-income communities	NA	25	N/A
District 6 Planning	E. J. & Public Participation	Caltrans	Caltrans Transportation Planning Grants Outreach	Allensworth Community Center in Tulare County	Outreach efforts with Allensworth Community, Tulare county	2/19/2009	NA	Low-income African American community	NA	12	N/A
District 6 Planning	E. J. & Public Participation	Caltrans	Caltrans Transportation Planning Grants Outreach	Earlmar Memorial Building, Earlmar, Tulare County	Outreach efforts with Earlmar Community in Tulare county	2/19/2009	NA	Low-income Latino community	NA	17	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	E. J. & Public Participation	City of Visalia	E. J. Grant - Lincoln Oval Park Community Meeting #3	Visalia Convention Ctr, Visalia, CA	Review Project Alternatives 1 & 2	2/26/2009	NA	Hispanic, African American, White, Asian	NA	66	N/A
District 6 Planning	E. J., Tribal Consultation, Regional Planning & Public Participation	Kern County Council of Governments & Tubatulabals of Kern Valley Tribe	E. J. Grant - Central CA Tribal Collaboration Trans Planning Project	Kern COG, Bakerfield, CA	Kick-off meeting - Central Valley Tribal Collaboration Transportation Planning Project	3/3/2009	NA	Tubatulabals of Kern Valley Tribe	NA	8	N/A
District 6 Planning	E. J. & Public Participation	City of Madera	Outreach for Caltrans Trans Planning Grants	Conference call	Caltrans response to City of Madera's request for grants information	3/5/2009	NA	NA	NA	5	N/A
District 6 Planning	E. J. & Public Participation	City of Visalia	E. J. Grant - Lincoln Oval Park	CT District Office, Fresno, CA	Traffic operations review of Traffic Analysis	3/9/2009	NA	Project consultants, Caltrans and City of Visalia		15	N/A
District 6 Planning	E. J. & Public Participation	City of Visalia	E. J. Grant - Lincoln Oval Park	Parks & Recreation Comm & N. Visalia Neighborhood Advisory Com	Summary Update on Status of the Study & Needs Assessment Proj	3/17/2009	NA	Latino, Southeast Asian & African American communities	NA	50	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Picayune Rancheria of Chukchansi Indians Tribe	E. J. Grant - Picayune Rancheria of Chukchansi Indians Development Project	Picayune Rancheria, Coarsegold, CA	Kick-off meeting for E. J. Grant Project	3/18/2009	NA	Picayune Rancheria of Chukchansi Indians Tribe	NA	3	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern County Council of Governments & Tubatulabals of Kern Valley Tribe	E. J. Grant - Central Valley Tribal Collaboration Transportation Planning Project	Fresno, CA	Workshop #1 of 3	4/21/2009	NA	Tribal governments & communities	NA	27 - Tubatulabals, Cold Springs, Picayune, Big Sandy, Choinumni, Maidu, Wilton Miwok, Chumash, Lone Pine, Kitanemuk & Yowlumne Tribes	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans	Tribal Consultation, E. J. & Public Participation	North Fork, CA	Outreach to North Fork Mono Tribe Chairman	4/28/2009	NA	Tribal Community	NA	2	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans	Tribal Consultation, E. J. & Public Participation	North fork, CA	Outreach to North Fork Rancheria Tribe Tribal Administrator	4/28/2009	NA	Tribal Government	NA	2	N/A
District 6 Planning	Community Based Planning	Caltrans	Comments on Draft Smart Mobility Frameworks	N/A	Comments made to address E. J. issues within draft report.	4/29/2009	NA	NA	NA	N/A	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern County Council of Governments & Tubatulabals of Kern Valley Tribe	E. J. Grant - Central Valley Tribal Collaboration Transportation Planning Project	Madera, CA	Workshop #2 of 3	5/14/2009	NA	Tribal Governments & Communities	NA	38-Tubatulabals, Cold Springs, Picayune, Big Sandy, Choinumni, Maidu, Wilton Miwok, Chumash, Lone Pine, Kitanemuk & Yowlumne, Tejon, Wuksachi, North Fork Rancheria, Dunlap Mono, Tule River Tribes	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, IGR/CEQA Review & Public Participation	Picayune Rancheria of Chukchansi Indians Tribe	Gas Station, mini-mart & Tribal offices development	Caltrans District Office, Fresno, CA	Traffic operations review of potential Tribal development project	5/14/2009	NA	Native American Tribal government	NA	3 tribal staff	N/A
District 6 Planning	E. J. & Public Participation	City of Visalia	E. J. Grant-Lincoln Oval Park	Visalia, CA	City of Visalia City Council & Planning Commission Joint meeting	5/18/2009	Spanish	Latino, Asian & African American community members	NA	41 - 8 African American, 7 Latino 1 Asian	N/A
District 6 Planning	E. J. & Public Participation	City of Orange Cove	E. J. Grant - City of Orange Cove	Orange Cove, CA	Steering Committee meeting	5/21/2009	NA	Latino	NA	10	N/A
District 6 Planning	E. J. & Public Participation	City of Lindsay	E. J. Planning grant project meeting	City of Lindsay	Kick-off meeting for E. J. Grant funded project	5/26/2009	NA	Low income Hispanic community	NA	10	N/A
District 6 Planning	E. J. & Public Participation	Central Valley Air Quality coalition	Air Quality & Climate Change	Fresno, CA	Attended Climate Gap presentation by Rachel Morello-Frosch (author)	6/5/2009	NA	Latino	NA	10	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project (TTNAP)	Cold Springs Rancheria, Colusa, CA	Kick-off meeting for TTNAP	6/29/2009	NA	Native American tribal government	NA	6	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	Big Sandy Rancheria Tribe, Auburn, CA	Kick-off meeting for TTNAP	6/29/2009	NA	Native American tribal government	NA	8	N/A

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern County Council of Governments & Tubatulabals of Kern Valley Tribe	E. J. Grant - Central Valley Tribal Collaboration Transportation Planning Project	Santa Rosa Tachi Rancheria, Lemoore, CA	Workshop #3 of 3	6/30/2009	NA	Tribal governments & communities	NA	80-Tubatulabals, Cold Springs, Picayune, Big Sandy, Choinumni, Maidu, Wilton Miwok, Chumash, Lone Pine, Kitanomuk & Yowlumne, Tejon, Wuksachi, North Fork Rancheria, Dunlap Mono, Tule River Tribes	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	Table Mountain Rancheria Tribe, Friant, CA	Kick-off meeting for TTNAP	7/1/2009	NA	Native American tribal government	NA	5	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	Picayune Rancheria Tribe, Coarsegold, CA	Kick-off meeting for TTNAP	7/1/2009	NA	Native American tribal government	NA	6	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	North Fork Rancheria Tribe Tribal Office, North fork, CA	Kick-off meeting for TTNAP	7/1/2009	NA	Native American tribal government	NA	4	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	Santa Rosa Tachi Rancheria Tribe, Lemoore, CA	Kick-off meeting for TTNAP	7/2/2009	NA	Native American tribal government	NA	9	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Caltrans & FHWA	FHWA & Caltrans funded Tribal Transportation Needs Assessment Project	Tule River Reservation Tribe, Porterville, CA	Kick-off meeting for TTNAP	7/2/2009	NA	Native American tribal government	NA	6	N/A
District 6 Planning	E. J. & Public Participation	City of Farmersville	E. J. Grant Farmersville Economic Revitalization: Roads to the Future	Farmerville, CA	Kick-off meeting for grant project	7/7/2009	NA	Latino	NA	6	N/A
District 6 Planning	Tribal Consultation & GR/CEQA Review	Picayune Rancheria of Chukchansi Indians Tribe	Preliminary review of potential Tribal development project	Caltrans, Fresno, CA	Gas Station, mini-mart & tribal offices	7/27/2009	NA	Native American tribal government	NA	8	N/A
District 6 Planning	E. J. & Public Participation	Central CA Regional Obesity Prevention Program	Land Use Planning	Trinity Lutheran Church, Fresno, CA	Land Use in Spanish class	8/12/2009	Class entirely in Spanish	Latino women	NA	30	N/A
District 6 Planning	Tribal Consultation & Public Participation	U. S. Forest Service	Tribal Consultation, System Planning & Public Participation	Santa Rosa Tachi Rancheria, Lemoore, CA	Caltrans provided info on SR 58 CSMP & Trans Sys Analysis & Evaluations for SR 178, 201 & 204	8/19/2009	NA	Tule River, Dunlap Mono, Choinumni, Santa Rosa tachi, Wukchumni, Wuksachi	N/A	30	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern COG & Tubatulabals of Kern Valley	E. J. Grant	Clovis, CA	Outreach for the purpose of Central Valley Tribal Collaboration Trans Planning Project	8/24/2009	NA	Traditional Choinumni Tribe	NA	4	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern COG & Tubatulabals of Kern Valley	E. J. Grant	Clovis, CA	Outreach for the purpose of Central Valley Tribal Collaboration Trans Planning Project	8/25/2009	NA	Choinumni Tribe Project	NA	6	N/A
District 6 Planning	Tribal Consultation, E. J. & Public Participation	Kern COG & Tubatulabals of Kern Valley	E. J. Grant	Visalia, CA	Outreach for the purpose of Central Valley Tribal Collaboration Trans Planning Project	8/26/2009	NA	Wukchumni Tribal Council	NA	15	N/A
District 6 Planning	E.J. & Public Participation	City of Orange Cove	E. J. Grant-Orange Cove Community Transportation Plan	City Hall, Orange Cove, CA	Project consultant preliminary design concept	8/26/2009	NA	Latino	NA	9	N/A
District 6 Planning	Tribal Consultation & Public participation	Caltrans & FHWA	Tribal Transportation Needs Assessment Project (TTNAP)	Table Mountain Rancheria, Friant, CA	Meeting with Tribal Government Department heads	8/26/2009	NA	Native American tribal government staff	NA	4	N/A
District 6 Planning	Caltrans Transportation Planning Grants outreach	Caltrans	Transportation Planning Grants outreach	Fresno, CA	Fresno West Economic Development Corporation	December 16 & 23, 2008	NA	African American	NA	2	N/A
District 6 Planning	Health Impact Assessment Training	Central CA Regional Obesity Prevention Program	Land Use & Transportation Impacts on Health class	California Endowment office, Fresno, CA	Outreach to E. J. communities	December 4 & 5, 2008	NA	Latino	NA	25	N/A

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Planning	E. J. & Community Based Transportation Planning	Caltrans	Caltrans Transportation Planning Grants Outreach	Fresno, CA	Grants information to Chinatown Revitalization Inc.	January 29, & February 5, 2009	NA	Asian American	NA	2	N/A
District 6 Planning	E. J. & Community Based Transportation Planning	Caltrans	Caltrans Transportation Planning Grants Outreach	Fresno, CA	Grants information to Chinatown Revitalization Inc.	January 29, & February 5, 2009	NA	Asian American	NA	2	N/A
District 6 PPM	Outreach	Caltrans		Fresno Fairgrounds	Caltrans Business Procurement Fair	5/9/09	N/A	Small Business, Disabled Veterans, Minority and Woman owned business			Flier
District 6 Program Project Management	Outreach	Caltrans		TBD	Architectural and Engineering Matchmaking and Networking Fair	Jan-10	N/A	Small Business, Disabled Veterans, Minority and Woman owned business			Flier
District 6 Program Project Management	Outreach	Caltrans		TBD	Caltrans Business Procurement Fair	Apr-10	N/A	Small Business, Disabled Veterans, Minority and Woman owned business			Flier
District 6 Small Business	A&E Networking Event/CalMentor	Caltrans	Public Outreach	Clovis Veterans Hall	Networking event to kick-off CalMentor program and match small business with primes.	10/28/2008	None	Asian 25 African American 8 White 304 Native American 3 Hispanic 20		360	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Small Business	San Joaquin Valley Small Business Council	Caltrans	Public Outreach	Manachester-Caltrans Office	Council Meeting (Fresno, Stockton, Bak)	11/14/2008	None	Asian 1 African American 3 White 12 Native American 1 Hispanic 1		18	Regular Scheduled meeting
District 6 Small Business	How to Start a Small Business	City of Fresno EDD	Public Outreach	Sunnyside Regional Branch Library	Informational Presentation on Small Business Certification with the State and how to do business with the State specifically Caltrans	11/18/2008	None	Asian 2 African American 2 White 8 Native American 1 Hispanic 8		21	Fresno County Library recruitment Flyer Website
District 6 Small Business	EDC Bear Breakfast Forum	Fresno Economic Development Corp	Public Outreach	Holiday Inn - Downtown Fresno	Provide an opportunity to interact with local chambers, various city officials, and public utilities.	1/15/2009	None	Only Guests Totals unknwn		300	City of Fresno Transportation Authority
District 6 Small Business	San Joaquin Valley Small Business Council	Caltrans	Public Outreach	Bakersfield-Marriott Hotel	Council Meeting (Open to public at SJV Business & Expo Event)	1/29/2008	None	Asian 1 African American 3 White 12 Native American 1 Hispanic 1		18	Kern Minority Contractors Association Outreach
District 6 Small Business	DBE Regional Conference & Business Development Expo	Kern Minority Contractor Assc.	Public Outreach	Bakersfield-Petroleum Club	Public Outreach/ Certification workshop	1/29/2009	None	Asian 3 African American 10 White 12 Native American 1 Hispanic 3		29	Kern Minority Contractors Association Outreach

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Small Business	San Joaquin Valley Regional Conference	Kern Minority Contractor Assc.	Public Outreach	Bakersfield-Marriott Hotel	Public Outreach/Certification workshop	1/30/2009	None	Asian 3 African American 13 White 12 Native American 1 Hispanic 3		32	Kern Minority Contractors Association Outreach
District 6 Small Business	Caltrans/ A&E kickoff meeting	Caltrans	Public Outreach	Manchester-Caltrans Office	Initial meeting of the Caltrans program/steering committee	3/3/2009	None	Asian 2 African American 1 White 27 Native American 1 Hispanic 5		36	DGS SBE/DVBE Certification Website DBE Certification Website
District 6 Small Business	Small Business Development Day	City of Fresno EDD	Public Outreach	Fresno Exhibit Hall	a day of training sessions and workshops for small business	3/5/2009	None	Asian 9 African American 15 White 100 Native American 1 Hispanic 39		165	DGS SBE/DVBE Certification Website DBE Certification Website
District 6 Small Business	San Joaquin Valley Small Business Council	Caltrans	Public Outreach	Stockton-Caltrans Office	Council Meeting (Fresno, Stockton, Bak)	3/26/2009	None	Asian 1 African American 3 White 12 Native American 1 Hispanic 1		18	Regular Scheduled meeting
District 6 Small Business	Bakersfield Fresno Chapter	DVBE Bakersfield Fresno Chapter	Public Outreach	Kings Canyon Technology - Clovis	DVBE Outreach	4/15/2009	None	Asian 0 African American 0 White 13 Native American 1 Hispanic 1		15	SBDC outreach

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 6 Small Business	District 6 Procurement Fair	Caltrans	Public Outreach	Fresno Fair Grounds	Outreach/Procurement for Certified Small Businesses	5/7/2009	None	Asian 5 African American 10 White 211 Native American 1 Hispanic 20		247	DGS SBE/DVBE Certification Website DBE Certification Website
District 6 Small Business	San Joaquin Valley Small Business Council	Caltrans	Public Outreach	Manchester-Caltrans Office	Council Meeting (Fresno, Stockton, Bak)	5/28/2009	None	Asian 1 African American 3 White 12 Native American 1 Hispanic 1		18	Regular Scheduled meeting
District 6 Small Business	Training session/workshops for City of Fresno Partnered Event Networking/Matchmaking	City of Fresno	Public Outreach	Clovis Veterans Hall	Workshops for attending sellers	6/10/2009	None	Asian 2 African American 1 White 23 Native American 1 Hispanic 10		37	DGS SBE/DVBE Certification Website DBE Certification Website
District 6 Small Business	Construction Mandatory Pre Bid Meeting	Caltrans	Public Outreach	Farm Bureau, Fresno	06-432104	6/25/2009	None	Asian 2 African American 4 White 27 Native American 1 Hispanic 5		39	DGS SBE/DVBE Certification Website DBE Certification Website
District 6 Small Business	Government Certification Workshop	SBA/SCORE	Public Outreach	SBA/SCORE Office, Fresno	Certification Workshop	6/26/2009	None	Asian 1 African American 1 White 5 Native American 1 Hispanic 3		11	SBDC outreach
District 6 Small Business	CCCP Navigating Caltrans Websites	SBDC	Public Outreach	Central California Small Business Center Development Center	Caltrans Website Presentation	6/30/2009	None	Asian 0 African American 0 White 6 Native American 1 Hispanic 2		9	SBDC outreach

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 7 EEO	Install Loop detectors and axle sensors	Caltrans	pre-construction	Norwalk	Title VI	11/12/2008		Mixed		20	
District 7 EEO		Caltrans	pre-construction	District Office	Title VI	11/20/2008		Mixed		20	
District 7 EEO	Upgrade traffic signals	Caltrans	pre-construction	Norwalk	Title VI	12/2/2008		Mixed		20	
District 7 EEO	Improve drainage system	Caltrans	pre-construction	Rancho Dominguez	Title VI	2/4/2009		Mixed		20	
District 7 EEO	Repair spall, replace joint seals, and joint assembly	Caltrans	pre-construction	Downey	Title VI	2/10/2009		Mixed		20	
District 7 EEO	Clean and Treat Bridge Deck and Repair Joint Seals	Caltrans	pre-construction	Downey	Title VI	2/10/2009		Mixed		20	
District 7 EEO	Reconstruct and Install Cable Railing	Caltrans	pre-construction	Monterey Park	Title VI	3/11/2009		Mixed		20	
District 7 EEO	Install MBGR on NB route 5 to Lakewood off-ramp	Caltrans	pre-construction	Downey	Title VI	3/19/2009		Mixed		20	
District 7 EEO	Spread Mulch and Establish Existing Planting	Caltrans	pre-construction	Downey	Title VI	3/25/2009		Mixed		20	
District 7 EEO	Construct Curb Ramps	Caltrans	pre-construction	Downey	Title VI	3/27/2009		Mixed		20	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 7 EEO	Title VI Training for Executive/District Staff - 54 Staff Members by Rita Nelson/Sylvia Delgado	Caltrans	pre-construction	District Office	Title VI	4/6/2009		Mixed		20	
District 7 EEO	Bridge deck rehabilitation Route 5 between Valley View and Slauson	Caltrans	pre-construction	Downey	Title VI	4/8/2009		Mixed		20	
District 7 EEO	Apply Slurry Seal	Caltrans	pre-construction	Sylmar	Title VI	4/21/2009		Mixed		20	
District 7 EEO	MICROSURFACING EXITING ROADWAY	Caltrans	pre-construction	Downey	Title VI	4/29/2009		Mixed		20	
District 7 EEO	Overlay Existing Pavement with Rubberized HMA	Caltrans	pre-construction	Downey	Title VI	5/12/2009		Mixed		20	
District 7 EEO	Landscaping and constructing slope paving on Route 710	Caltrans	pre-construction	South Bay	Title VI	5/12/2009		Mixed		20	
District 7 EEO	Modify Traffic Signal, restripe Lanes and install curb ramps	Caltrans	pre-construction	Norwalk	Title VI	5/20/2009		Mixed		20	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 7	EEO Constructing Curb Ramp, Repair Partial Ramp Termini, Repair Partial Concrete Gutter, Relocate Electrical Pull Box, Drill and Bond Dowel and Tie Bar Basket and Replace Inductive Loop Detectors	Caltrans	pre-construction	South Bay	Title VI	6/2/2009		Mixed		20	
District 7	EEO modify traffic signals at the intersections	Caltrans	pre-construction	Norwalk	Title VI	6/3/2009		Mixed		20	
District 7	EEO Construct soundwall and widen structures with CIP RCB girders	Caltrans	pre-construction	Sylmar	Title VI	7/21/2009		Mixed		20	
District 7 Administration	Los Angeles County Fair	City of Pomona	Community Outreach	Pomona	highway worker safety	9/3/08 to 9/28/08		Mixed		60,000	
District 7 Administration	Street Skills	Caltrans	Community Outreach	Ventura	Driver Safety	10/6/08				350	
District 7 Administration	Rideshare Fairs	Caltrans	Community Outreach	Pasadena		10/7/08		Mixed		800-1000	
District 7 Administration	Rideshare Fairs	Caltrans	Community Outreach	Pomona		10/7/08		Mixed		800-1000	
District 7 Administration	Street Skills	Caltrans	Community Outreach	LA County	Driver Safety	10/8/08		Mixed		800-1000	
District 7 Administration	Street Skills	Caltrans	Community Outreach	LA County	Driver Safety	10/9/08		Mixed		800-1000	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 7 Administration	Street Skills	Caltrans	Community Outreach	Lakewood High School	Driver Safety	10/10/08		Mixed		1000 +	
District 7 Administration	Depot Day	Caltrans	Community Outreach			10/11/08		Mixed		300	
District 7 Administration	Gateway Rideshare Fair	Caltrans	Community Outreach			10/30/08		Mixed		1000	
District 7 Administration	Long Beach Veterans Day Parade	Caltrans	Community Outreach	Long Beach		11/8/08		Mixed		2000	
District 7 Administration	Presentation to Long Beach Lion's Club	Caltrans	Community Outreach	Long Beach		1/9/09		Mixed		30	
District 7 Administration	City of Cudahy Safety Fair	Caltrans	Community Outreach	City of Cudahy		2/25/09		Mixed		600	
District 7 Administration	LAPD Safety Fair	LAPD	Community Outreach	LA		5/30/09		Mixed		500-800	
District 7 Administration	Tour De Cure.	Diabetes Association	Community Outreach	Long Beach		5/31/09		Mixed		1500	
District 7 Administration	Presentation to La Canada Kiwanis Club	La Canada	Community Outreach	LA Canada		6/16/09		Mixed		20	
District 7 Construction	Construction Mandatory Prebid Meeting	Caltrans	Mandatory Prebid Meeting	Los Angeles	To increase the pool of DBE, DVBE and small business contractors through such meetings by helping them network with Prime contractors.	7/2/09	No interpreters/special aides requested or required.		Database from the Office of Civil Rights and Department of General Services were used.	70	Participants recruited electronically by email and web-based advertisement.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 7 Construction	Construction Mandatory Prebid Meeting	Caltrans	Mandatory Prebid Meeting	Los Angeles	To increase the pool of DBE, DVBE and small business contractors through such meetings by helping them network with Prime contractors.	2/2/09	No interpreters/special aides requested or required.		Database from the Office of Civil Rights and Department of General Services were used.	100	Participants recruited electronically by email and web-based advertisement.
District 7 Construction	07-168004 Project Status	Caltrans	Community Outreach	Sylmar	Update community with project status and address any concerns they have.	7/7/09	Large aerial photo of project with colored identification of various proposed improvements per project plans.	Mixed		Around 10	Participants recruited electronically by email and web-based advertisement.
District 8 Construction	Project (I-215) Outreach	Caltrans	Info sharing with commuters/ business owners	Caltrans, District 8	To provide project information	2/19/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-50	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with commuters/ business owners	Victoria Gardens Cultural Center, Rancho Cucamonga	To provide project information	2/24/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-15	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (SR-189)	Caltrans	Info sharing with business owners	Union Bank, Blue Jay	To provide project information	3/11/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-15	Pamphlets, flyers, representative comments

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with business owners	Victoria Gardens Cultural Center, Rancho Cucamonga	To provide project information	3/12/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-15	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with commuters	Chaffey High School, Ontario	To provide project information	3/12/2009	Spanish and American Sign Language	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		8-10	Pamphlets, flyers, representative comments
District 8 Construction	Visual Impact Mitigation (SR-2)	Caltrans	Community Workshop	Wrightwood Community Center, Wrightwood	To develop an environmental mitigation plan	3/12/2009	N/A	Caucasian		20	Flyers, project plans, and representative comments
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with commuters/ business owners	Victoria Gardens Cultural Center, Rancho Cucamonga	To provide project information	3/17/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		8-10	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (SR-18)	Caltrans	Info sharing commuters	Big Bear City Hall	To provide project information	3/19/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-50	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (I-10)	Caltrans	Info sharing commuters/ business owners	Beaumont Civic Center, Beaumont	To provide project information	3/26/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-50	Pamphlets, flyers, representative comments

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Construction	Project Outreach (SR-18)	Caltrans	Info sharing business owners	Bear Valley Event Center, Big Bear	To provide project information	5/19/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-30	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-215) Outreach	Caltrans	Info sharing commuters/ business owners	Caltrans, District 8	To provide project information	5/21/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-50	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (18, 38, 173, 189, 330)	Caltrans	Info sharing with commuters/ business owners	Lake Arrowhead Resort, Lake Arrowhead	To provide project information	5/27/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		30-40	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (18, 38, 173, 189, 330)	Caltrans	Info sharing with commuters/ business owners	Hootman Center, Running Springs	To provide project information	5/28/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-20	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (18, 38, 173, 189, 330)	Caltrans	Info sharing with commuters/ business owners	San Moritz Lodge, Crestline	To provide project information	6/3/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-20	Pamphlets, flyers, representative comments

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Construction	Project Outreach (18, 38, 173, 189, 330)	Caltrans	Info sharing with commuters/ business owners	Big Bear City Hall	To provide project information	6/9/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-20	Pamphlets, flyers, representative comments
District 8 Construction	Project Outreach (SR-18)	Caltrans	Info sharing business owners	Big Bear Civic Center	To provide project information	6/16/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		40-60	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-215) Outreach	Caltrans	Info sharing commuters/ business owners	Caltrans, District 8	To provide project information	6/18/2009	N/A	Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		25-50	Pamphlets, flyers, representative comments
District 8 Small Business	Small Business Liaison Workshop & Northern Region Calmentor Workshop	Caltrans	Small Business	San Bernardino	Workshop and Training	01/23/09		Varied; majority white, hispanic and African American	Sign-in sheet	500	email
District 8 Small Business	Procurement Fair and CalMentor Workshop in Sacramento	Caltrans	Teleconference	San Bernardino	Small Business Program Updates	2/10/09		Varied; majority white, hispanic and African American	Sign-in sheet	14	email
District 8 Small Business	District 8 Industry Outreach Meeting	Caltrans	Outreach	San Bernardino	Construction Industry Outreach with Contractors	2/27/09		Mainly white with some Hispanic	Sign-in sheet	50	E-mail and flyers

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Small Business	Procurement Fair - District 7 and Los Angeles Urban League	Caltrans	Outreach	Los Angeles	Meet with small business vendors for the purpose of acquiring goods and services	3/13/09		Varied: majority white, hispanic and African American	Sign-in sheet	150	E-mail, flyers, advertizing
District 8 Small Business	Southern California Regional Small Business Advisory Council	Caltrans	Outreach	Los Angeles	Meet with contractors to identify issues regarding construction	3/24/09		Varied: majority white, hispanic and African American	Sign-in sheet	75	E-mail
District 8 Small Business	Public Information Meeting - DBE Race Conscious/Race Neutral Goals	Caltrans	Outreach	San Bernardino	Meet with Small Businesses to discuss changes to DBE Program	3/27/09		Varied: majority white, hispanic and African American	Sign-in sheet	68	Email, fax
District 8 Small Business	Workshop with Inland Empire Small Business Development Center regarding Certification Process	Caltrans	Workshop	Riverside	Partnered with I.E.S.B.D.C to improve communication regarding certifications	4/28/09		Varied: majority white, hispanic and African American	verbal	4	Phone call
District 8 Small Business	Public Utilities Commission Small Business Expo	California Public Utilities Commission	Workshop and match making	San Bernardino	Workshop with Small Business/ Matchmaking session to acquire goods and services	4/30/09		Varied: majority white, hispanic and African American	verbal	1000	Phone call
District 8 Small Business	District 8 Industry Outreach Meeting	Caltrans	Outreach	San Bernardino	Construction Industry Outreach with Contractors	5/8/09		Varied: majority white, hispanic and African American	sign-in sheet	50	email and flyers
District 8 Small Business	Southern California Regional Advisory Council	Caltrans	Outreach	Los Angeles	Meet with contractors to identify issues regarding construction	5/19/09		Varied: majority white, hispanic and African American	sign-in sheet	75	email

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Small Business	Met with Inland Empire Small Business Development Center	Caltrans	Meeting	Riverside	Continued Communication for Improvement	6/16/09		Varied: white, hispanic and african american	verbal	5	phone call
District 8 Small Business	Supplier Diversity Event/Inland Empire MBEC-CHARO	MBEC-CHARO	Event	Ontario	Information Sharing on DBE Race Conscious/Race Neutral Goals	6/19/09		Mainly Hispanic	verbal	50	phone call
District 8 Small Business	Southern Regional Small Business Advisory Council	Caltrans	Outreach	Los Angeles	Meet with contractors to identify issues regarding construction	7/21/09		Varied: white, hispanic and african american	Sign-in Sheet	75	email, phone call
District 8 Community Planning	Community Planning Grant, Schools by Design	Coachella Valley Association of Governments	Meeting with steering committee members	UCR, Palm Desert Campus	Update of Schools By Design Project, Children and Parent Surveys Results, SRTS, and Workshop Planning	11/5/08	Discuss survey analysis/UCR presentation	CVAG staff, health dept, school trans consultant Asian, Anglo, African American, and Hispanic	Reps from cities, schools, agencies, steering committee members	24	E-mailed invitations
District 8 Community Planning	Community Planning Grant, Schools by Design	Coachella Valley Association of Governments	Meeting with steering committee members	UCR, Palm Desert Campus	Update of Schools By Design Project, MOU Draft Final	1/28/09	Discuss survey analysis/UCR presentation	cvag staff, health dept, school trans consultant, Anglo and Hispanic	Reps from cities, schools, agencies, steering committee members	12	E-mailed invitations
District 8 Community Planning	Downtown Revitalization Specific Plan Amendment	Caltrans/City of Corona	Project Team Meeting	City of Corona Redevelopment Conference room	Discuss project overview and grant requirements	3/11/2009	None required	None required	None required	14	No outreach used at this time.
District 8 Community Planning	Downtown Revitalization Specific Plan Amendment	Caltrans/City of Corona	Project Team Meeting Planning Activities	Redevelopment Conf. Room	Discuss project overview and grant requirements	4/22/2009	None required	None required	None required	14	No outreach used at this time.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 CSMP	Office of Corridor System Management Plans	Caltrans	Corridor Study Related to Prop 1B	Caltrans District 8	To discuss existing congestion experienced in the corridor and the corridor study process.	4/16/09	N/A	Predominantly Hispanic and Anglo	Mapping, GIS, Freeway Performance Measurement Systems	21	Phone and e-mail
District 8 CSMP	Office of Corridor System Management Plans	Caltrans	Corridor Study Related to Prop 1B	Caltrans District 8	To discuss existing congestion experienced in the corridor and the corridor study process.	4/20/09	N/A	Predominantly Hispanic and Anglo	Mapping, GIS, Freeway Performance Measurement Systems	32	Phone and e-mail
District 8 Goods Movement	Meeting	Caltrans	Meeting	Santa Rosa Reservation	Needs Assessment Study	1/14/09	N/A	Tribal Representatives	Mailing List	3	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Woodland	Tribal Issues	1/21/09	N/A	Tribal Representatives	Mailing List	25	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Santa Rosa Reservation	Signage for Reservation	1/29/09	N/A	Tribal Representatives	Mailing List	4	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Cahuilla Reservation	Needs Assessment Study	2/2/09	N/A	Tribal Representatives	Mailing List	10	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Agua Caliente Reservation	IRR Bridge Information	2/12/09	N/A	Tribal Representatives	Mailing List	9	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	CRIT	Colorado River Bridge Replacement	2/17/09	N/A	Tribal Representatives	Mailing List	10	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Rincon Reservation	Tribal Interagency Working Group	2/18/09	N/A	Tribal Representatives	Mailing List	30	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Cahuilla Reservation	Cattle Crossing Signs	2/23/09	N/A	Tribal Representatives	Mailing List	2	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Torres Martinez Reservation	IRR Package	3/10/09	N/A	Tribal Representatives	Mailing List	2	E-Mail & Mailed Invitations

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Goods Movement	Meeting	Caltrans	Meeting	Morongo & 29 Palms Reservations	Needs Assessment Study	3/18/09	N/A	Tribal Representatives	Mailing List	6	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Fort Mojave Reservation	Needs Assessment Study	3/19/09	N/A	Tribal Representatives	Mailing List	8	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	HQ Native American Liaison Branch	Video Conference Tribal Issues	4/17/09	N/A	Tribal Representatives	Mailing List	15	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Woodland	Tribal Issues	4/21/09	N/A	Tribal Representatives	Mailing List	14	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Ramona Reservation	Small Business Development	4/29/09	N/A	Tribal Representatives	Mailing List	4	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Workshop	Morongo Reservation	Long Range Transp. Planning	5/8/09	N/A	Tribal Representatives	Mailing List	15	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Workshop	Pauma Reservation	Tribal Interagency Working Group	5/13/09	N/A	Tribal Representatives	Mailing List	20	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	Cahuilla Reservation	SR-371 Road Maintenance Issues	5/15/09	N/A	Tribal Representatives	Mailing List	6	E-Mail & Mailed Invitations
District 8 Goods Movement	Meeting	Caltrans	Workshop	Redding Office	Tribal Transp. Planning Workshop	5/20/09	N/A	Tribal Representatives	Mailing List	35	E-Mail & Mailed invitations
District 8 Goods Movement	Meeting	Caltrans	Meeting	San Bernardino	Chemehuevi Ferryboat Project	6/5/09	N/A	Tribal Representatives	Mailing List	6	E-Mail & Mailed Invitations
District 8 Tribal Outreach	Meeting	Caltrans	Workshop	Viejas Reservation	Long Range Transp. Planning	10/8/08	N/A	So. Calif. Tribal Representatives	Sign in Sheet	15	E-Mail & Mailed Invitations
District 8 Tribal Outreach	Meeting	Caltrans	Workshop	Barona Reservation	Technical Working Group	10/15/08	N/A	Barona Reservation	Sign in Sheet	30	E-Mail & Mailed Invitations
District 8 Tribal Outreach	Quarterly Meeting	Caltrans	Meeting	Woodland	Discuss Tribal Issues	10/29/08	N/A	Tribal Representatives	Mailing List	15	E-Mail & Mailed Invitations
District 8 Tribal Outreach	Meeting	BIA	Meeting	Rincon Reservation	Indian Reservation Roads Program	10/4/08	N/A	Tribal Representatives	Mailing List	15	E-Mail & Mailed Invitations

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 8 Tribal Outreach	Meeting	Caltrans	Meeting	Agua Caliente Reservation	IRR Bridge Information	11/17/08	N/A	Tribal Representatives	Mailing List	4	E-mail and mailed invitations
District 8 Tribal Outreach	Meeting	Caltrans	Meeting	Agua Caliente Reservation	IRR Bridge Information	12/12/08	N/A	Tribal Representatives	Mailing List	3	E-mail and mailed invitations
District 8 Tribal Outreach	Meeting	Caltrans	Meeting	Ramona Reservation	Needs Assessment Study	12/16/08	N/A	Tribal Representatives	Mailing List	3	E-mail and mailed invitations
District 8 Tribal Outreach	Meeting	Caltrans	Meeting	Torres Martinez Reservation	IRR Bridge Information	1/7/09	N/A	Tribal Representatives	Mailing List	5	E-mail, mailed invitations
District 8 Tribal Outreach	Meeting	Caltrans	Meeting	Torres Martinez Reservation	IRR Bridge Information	1/13/09	N/A	Tribal Representatives	Mailing List	3	E-mail and mailed invitations
District 8 Regional Planning	Information Kiosk at the State Building Lobby	Caltrans D8 Div. of Planning	Regional Planning	N/A	Outreach		Spanish Flyers, brochures available	Low Income, African American, Latinos, Senior Citizens, White Asians and others			Mail, e-mail and kept hard copies in the kiosk for general public
District 8 Regional Planning	Designing Streets for Pedestrian Safety Workshop	Caltrans Headquarters and FHWA	Pedestrian Safety Planning	San Bernardino	Workshop	6/18/2009 and 6/19/2009	PowerPoint Presentation/hand-outs/ binder	Local agency staff and organizations	Agency contact list	40 plus	E-mail, flyers
District 9 Construction	Outreach	Caltrans	Public Information Meeting	Independence	Public Information	1-Aug-09	NA	None Provided	2000 census	40	Newspaper Radio
District 9 Construction	Outreach	Caltrans	Public Information Meeting	Big Pine	Public Information	1-Jun-09	NA	None Provided	2000 census	8	Newspaper Radio

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 9 PPM	Sidewalk & crosswalks	Caltrans	Agency meeting	Lone Pine Health & Human Services	To review plans	8/4/2008	NA	None provided	2000 Census	17	NA
District 9 PPM	Manzanar Independence 4 Lane	Caltrans	Public Meeting	Independence Legion Hall	Public Input & Information	10/22/2008	None	None provided	2000 Census	60	Newspaper, radio,
District 9 PPM	Red Curb Changes	Lone Pine Chamber of Commerce	Meeting with Business People to address their concerns	Lone Pine Chamber Offices	Meeting with Business People to address their concerns	10/23/2008	NA	NA	2000 Census	5	NA
District 9 PPM	Manzanar Independence 4 Lane	Caltrans	Public Meeting	Independence Lions Club	Project Presentation	10/28/2008	NA	None provided	2000 Census	20	Radio
District 9 PPM	Olancha 4 Lane	Caltrans	Public Meeting	Olancha School	Public Input & Information	12/3/2008	NA	None provided	2000 Census	80	Newspaper, radio
District 9 PPM	Eastern Sierra Corridor	Caltrans	Public Meeting	Kar McGee Center in Ridgecrest	Public Input & Information	4/8/2009	NA	None Provided	2000 Census	20	Newspaper, radio & City Hall
District 9 PPM	Paving in down town Big Pine	Caltrans	Public Meeting	Big Pine Town Hall	Public Input & Information	5/18/2009	NA	None Provided	2000 Census	6	Yes
District 9 PPM	Lone Pine ES Corridor Meeting	Kern Council of Governments (KCOG)	Public Meeting	Lone Pine Lions club	Public Input & Information	4/20/2009	NA	None provided	2000 Census	?	Newspaper, radio, flyers, emails
District 9 PPM	Blue Print & Corridor Planning	Caltrans	Public Meeting	Lone Pine Lions Club	Public Input & Information	4/22/2009	NA	None Provided	2000 Census	25	Newspaper, radio, emails, & Phone
District 9 PPM	Blue Print & Corridor Planning	Caltrans	Public Meeting	United Methodist Church	Public Input & Information	4/22/2009	NA	None Provided	2000 Census	41	Newspaper, radio, emails, & Phone
District 9 PPM	Blue print & Corridor Planning	Committee	Public Meeting	Lee Vining Community Center	Public Input & Information	4/23/2009	NA	None Provided	2000 Census	25	Newspaper, radio, emails, & Phone
District 9 PPM	Blue print & Corridor Planning	Committee	Public Meeting	Walker community Center	Public Input & Information	4/23/2009	NA	None Provided	2000 Census	31	Newspaper, radio, emails, & Phone

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 9 PPM	Blue print & Corridor Planning	Committee	Public Meeting	Mammoth Lakes Town & Country	Public Input & Information	4/23/2009	NA	None Provided	2000 Census	16	Newspaper, radio, emails, &
District 9 PPM	Maintenance or Capital projects	Inyo County Board of Supervisors	Board of Supervisors	Inyo County Board of Supervisors Chambers	Discussed projects	6/16/2009	NA	None Provided	2000 Census		
District 9 PPM	US 395 Lone Pine Pavement Maintenance project	Caltrans	Public Meeting	Lone Pine Lions club	Public Input & Information	7/9/2009	NA	None Provided	2000 Census	12	Newspaper Press Release
District 9 PPM	Black Rock Grand Opening	Caltrans	Public Grand Opening	Division Creek Rest Stop	Public Information	7/13/2009	NA	None Provided	2000 Census	35	Newspaper, radio
District 9 Local Assistance	Federal-aid Series Training for Local Agencies	Caltrans	Outreach and training	Tri-county Fairgrounds and Parish Hall	Training for local agencies on Fed-aid requirements for local projects involving FHWA funding	June 3, 4, 11, 18, 19, 2009	NA	None Provided	2000 Census		Email phone & website
District 9 Local Assistance	New Race Conscious DBE Training	Caltrans	Outreach and training	Caltrans District Office	Training for local agencies on the Department's New Race Conscious DBE Program	4/23/2009	NA	None Provided	2000 Census	6	Email phone
District 9 Planning	Bishop Tribal Council consultation meeting on RRR Project construction	Bishop Tribe	Tribal Corridor maintenance	Bishop Tribal Offices	Discuss sidewalk construction issues as necessary	2/13/2009 3/20/2009 5/11/2009	NA	Primarily Native American	2000 Census	12	Emails and phone calls
District 9 Planning	Highpoint Curve Realignment Project	Mono County	Community Planning & Project development	Walker Coleville	Working with the community to minimize the possible traffic delays & associated economic impacts to the community in regards to the Highpoint project	11/19/2008 3/21/2009	NA	Primarily White	2000 Census	20	Newspaper, radio

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 9 Planning	Independence Tribe Development Mitigation	Independence Tribe & Caltrans	Tribal Corridor development	Fort Independence	Continue to assist the Tribe in highway access improvement to gas station and casino development	12/3/2008 5/18/2009	NA	Native American	2000 Census	4	Emails and phone calls
District 9 Planning	Big Pine Tribe Development consultation	Big Pine Tribe	Tribal Development	D9 DO	Pre-development consultation regarding highway access improvements needed for truck stop development	9/23/2008	NA	Native American	2000 Census	5	Emails and phone calls
District 9 Planning	Benton Community Visioning	Mono County, Caltrans, BLM	Community Planning	Benton Community Center	Community visioning, corridor planning, growth scenario development.	8/25/2008	NA	Primarily white	2000 Census	25	Announcement emails & phone calls
District 9 Planning	Death Valley National Park Coordination	NPS & Caltrans	Bi-Annual Transportation facility coordination	D9 DO and Furnace Creek	Project and Activity coordination between resource entities.	10/8/2008 4/8/2009	NA	Mixed	2000 Census	20	Press release in newspaper,
District 9 Planning	US 6 TCR	Caltrans	System Planning	Mammoth Town Country conference room & Bishop City	Outreach & Input on California Transportation plan	6/8/2009	NA	Primarily White	2000 Census	15	
District 9 Planning	CTP 2035 Outreach	Caltrans	Statewide planning	Mammoth Town & Country and Bishop City	Outreach and input on California Transportation Plan for 2035 update	Mono 6/8/2009 & Inyo 5/20/2009	NA	Mixed	2000 Census	15 Mono 18 Inyo	
District 9 Planning	Don't Trash California Billboards	Caltrans	Statewide outreach and education	Boron, Coso, Division Creek and Crestview SRRA's	Education	Continuous	NA	Mixed	2000 Census		
D9 Construction	Outreach	Caltrans	Public Information Meeting	Independence	Public Information	Aug-09	NA	None Provided	2000 Census	40	Newspaper, Radio
D9 Construction	Outreach	Caltrans	Public Information Meeting	Big Pine	Public Information	Jun-09	NA	None Provided	2000 Census	8	Newspaper, Radio

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10	Outreach Event	San Joaquin Public Works Dept.	Public Works Outreach Event to Small Businesses	San Joaquin County Public Works Dept.	To inform Small Businesses in the San Joaquin Area about Public Works Opportunities and how to receive more information about them	11/6/2008	N/A	N/A	N/A	50	Networking In-person
District 10 Administration Small Business	District 10 Second Annual Procurement Fair	Bldg. at San Joaquin County Fairgrounds	Procurement and Networking Fair	San Joaquin County Fairgrounds	To promote buyers using small businesses to buy commodities and/or services, provide networking between the buyers and small business owners, and provide on-the-spot purchasing opportunities	11/19/2008	N/A	N/A	N/A	200	Fax, phone, email, U.S. mail
District 10 Administration Small Business	Chamber Mixer	San Joaquin Chamber of Commerce	A networking event with a local chamber	Haggin Museum Stockton, Ca	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	12/11/2008	N/A	Small Business Owners and Professional in the San Joaquin Area	N/A	300	Networking In-person
District 10 Administration Small Business	Small Business Development Center Meeting	Caltrans and SBDC	Information Sharing with Partners	Small Business Development Center 56 S. Lincoln Street. Stockton Ca	To share information as partners for a better working relationship with Small Businesses and the CCCP Program.	12/22/2008	N/A	Caltrans and SBDC Staff	N/A	4	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	Small Business	San Joaquin Hispanic Chamber of Commerce	Chamber Mixer for small and disadvantaged businesses	Romada Plaza March Lane Stockton	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	1/15/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	N/A	30	Networking In-person
District 10 Administration Small Business	Small Business	City of Stockton	Small Business Seminar	Stockton Arena Stockton, CA	A workshop and networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	1/16/2009	N/A	N/A	N/A	N/A	Networking In-person
District 10 Administration Small Business	Meeting with the City of Tracy Economic Development Center	City of Tracy	Small Business Meeting for information sharing	Tracy Civic Center Tracy, CA	To share information as partners for a better working relationship and advocate small business	1/20/2009	N/A	N/A	N/A	3	Networking In-person
District 10 Administration Small Business	Chamber Mixer	Asian American Chamber of Commerce	A networking event with a local chamber	Stockton, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	2/18/2009	N/A	Asian American Professionals and Business Owners based in San Joaquin Valley	From the Chamber	30	Networking In-person
District 10 Administration Small Business	Chamber Mixer	San Joaquin Valley Hispanic Chamber of Commerce	A networking event with a local chamber	Stockton, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	2/19/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	From the Chamber	60	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	Chamber Mixer	City of Tracy Chamber of Commerce	A networking event with a local chamber	Tracy	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	2/26/2009	N/A	N/A	N/A	60	Networking In-person
District 10 Administration Small Business	Private Corporation Meeting about Small Business Opportunities	Diversity and Community Engagement	One on One meeting	Caltrans District 10 Stockton Office	Opportunity to discuss Strategies and contacts that would be interested in possible Small Business Certification	3/2/2009	N/A	N/A	N/A	2	In-person
District 10 Administration Small Business	Meeting with Maxine Reye "Waterfront Program"	Caltrans	Meeting to establish possible working relationships	Caltrans District 10 Stockton Office	A meeting between the District 10 DSBL and a private group to discuss possible certification outreach opportunities for businesses in the area.	3/4/2009	N/A	N/A	N/A	3	Networking In-person
District 10 Administration Small Business	Meeting with the African American Chamber of Commerce	Caltrans	Meeting to establish possible working relationships	Caltrans District 10 Stockton Office	A meeting between the District 10 DSBL and a private group to discuss possible certification outreach opportunities for businesses in the area.	3/5/2009	N/A	African American Business Professionals and Business Owners in the area	N/A	3	Networking In-person
District 10 Administration Small Business	San Joaquin Valley Hispanic Chamber Meeting	San Joaquin Valley Hispanic Chamber of Commerce	Committee Start-up meeting	San Joaquin Valley Hispanic Chamber of Commerce	A meeting to begin the formation of a Procurement Committee with the SJVHC	3/11/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	N/A	10	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	DBE Program - Public Information Meeting	Caltrans and SBDC	Public Information Meeting	Caltrans District 10 Stockton Office	Public Information meeting with Small Business Owners to inform them of the DBE Program and the benefits of being a certified DBE	4/1/2009	N/A	Small Business Owners and Professionals that may qualify as a DBE	11 (Females), 18 (Males), 13 (White/Non-Hispanic), 7 (African American), 3 (Hispanic), 1 (person w/ Disability)	41	Fax, phone, email, U.S. mail
District 10 Administration Small Business	Procurement Committee Meeting	San Joaquin Valley Hispanic Chamber of Commerce	First Monthly Meeting for the SJVHC Procurement Committee	San Joaquin Valley Hispanic Chamber of Commerce	Monthly meeting to establish procurement procedures and opportunities with the State	4/8/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	N/A	7	Networking In-person
District 10 Administration Small Business	Blue Book Contractor Showcase	Local Chambers	Seminar and Networking Fair	Sacramento, CA	Seminar and Networking Fair to facilitate interaction between Prime Contractors and Sub Contractors	4/28/2009	N/A	Sub and Prime Contractors	N/A	100	Networking In-person
District 10 Administration Small Business	Small Business Chamber Showcase	The Greater Stockton Chamber of Commerce	Chamber Showcase and Networking Fair	Hilton, Stockton, CA	Trade show and Chamber showcase for businesses in the Greater Stockton Chamber. An opportunity to network with small businesses that may be able to work with the State as well as inform them about the benefits of being certified as a small business	6/4/2009	N/A	Small Business Owners and Professionals	N/A	100	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	CCCP Workshop	Small Business Development Center / Caltrans	Workshop for Small Businesses	Small Business Development Center 56 S. Lincoln Street. Stockton Ca	A workshop teaching small businesses that may be eligible for State work or Contracts how to navigate through the newest options on the OE webpage as well as the Statewide Caltrans Database.	6/15/2009	N/A	Small Business Owners and Professionals	N/A	10	Networking In-person
District 10 Administration Small Business	A&E Calmentor Meeting	Caltrans District 6	A&E Calmentor Program Meeting for possible participants and staff	District 6 Fresno office and VTC connection	This was a meeting to establish the current phases of the program taking place as well as inviting any new interested participants to apply and become involved.	6/16/2009	N/A	Small Business owners and Caltrans Staff	N/A	3 (District 10 VTC)	Networking
District 10 Administration Small Business	Small Business Development Center Meeting	SBDC	Information Sharing with Partners	Small Business Development Center 56 S. Lincoln Street. Stockton Ca	This was a meeting to compare efforts, upcoming networking events and information sharing efforts as partners for Small Businesses and Certification Assistance as well as the CCCP Program	6/22/2009	N/A	Caltrans and SBDC Staff	N/A	5	Networking In-person
District 10 Administration Small Business	Mandatory Pre-Bid Meeting	Caltrans District 6	Mandatory Pre-Bid for soon to be awarded construction Projects	Caltrans District 6 District Office	This is an informative meeting and Networking event with mandatory attendance for Prime Contractors and Small Business Sub-Contractors to meet and network with one another.	6/25/2009	N/A	Caltrans Staff, Prime Contractors and Sub-Contractors (Small Businesses)	N/A	50	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	San Joaquin Valley Hispanic Chamber Meeting	San Joaquin Valley Hispanic Chamber of Commerce	Procurement Committee Monthly Meeting	San Joaquin Valley Hispanic Chamber of Commerce	Monthly meeting to establish procurement procedures and opportunities with the State	7/8/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	N/A	10	Networking In-person
District 10 Administration Small Business	Chamber Mixer	The Greater Stockton Chamber of Commerce	A networking event with a local chamber	Paragary's Restaurant, Stockton, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	7/9/2009	N/A	Small Business Owners and Professionals in the Greater Stockton Area	N/A	100	Networking In-person
District 10 Administration Small Business	San Joaquin Valley Asian Chamber of Commerce	San Joaquin Valley Asian Chamber of Commerce	A networking event with a local chamber	The Lexington Plaza in Stockton, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	7/23/2009	N/A	Asian American Professionals and Business Owners based in San Joaquin Valley	N/A	100	Networking In-person
District 10 Administration Small Business	Chamber Mixer	The Greater Stockton Chamber of Commerce	A networking event with a local chamber	Atria Bayside Landing in Stockton, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	8/6/2009	N/A	Small Business Owners and Professionals in the Greater Stockton Area	N/A	70	Networking In-person
District 10 Administration Small Business	Procurement Committee Meeting	San Joaquin Valley Hispanic Chamber of Commerce	Monthly Procurement Committee Meeting	San Joaquin Valley Hispanic Chamber of Commerce	Monthly meeting to establish procurement procedures and opportunities with the State	8/12/2009	N/A	Hispanic Professionals and Business Owners based in San Joaquin Valley	N/A	10	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aldea Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	Chamber Mixer	Modesto Chamber of Commerce	A networking event with a local chamber	Tahoe Joes Modesto CA	This is a Coffee Hour Mixer and Networking event with Business Owners and Professionals in the City of Modesto. Caltrans District 10 Small Business Liaison will inform the Businesses of State Contracting Opportunities and Certification Possibilities	8/13/2009	N/A	Small Business Owners and Professional in the City of Modesto	N/A	30	Networking In-person
District 10 Administration Small Business	Chamber Mixer	Manteca Chamber of Commerce	A networking event with a local chamber	State Farm Insurance Building Manteca, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	8/20/2009	N/A	N/A	N/A	N/A	Networking In-person
District 10 Administration Small Business	Small Business Development Center Workshop	Padilla & Associates	Small Business Workshop	Small Business Development Center 56 S. Lincoln Street. Stockton Ca	This is a workshop geared towards small businesses teaching them how to read and access the Look-Ahead Reports on the Caltrans Web as well the CCCP website to learn about bidding and project details	8/24/2009	N/A	N/A	N/A	N/A	Networking In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Administration Small Business	Coffee Hour Mixer	Modesto Chamber of Commerce	A networking event with a local chamber	Modesto, CA	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	9/11/2009	N/A	TBD	N/A	TBD	Networking In-person
District 10 Administration Small Business	Chamber Mixer	Manteca Chamber of Commerce	A networking event with a local chamber	Manteca, Ca	A networking event where the Small Business Liaison has an opportunity to inform local business about certification and possible State Contracts	9/24/2009	N/A	TBD	N/A	TBD	Networking In-person
District 10 Environmental	EA: 10-0A840, SJ-12, PM 5.0/10.2	Caltrans	Public Hearing	Tower Park Village Club House, Lodi CA	Information meeting to discuss Route 12 Improvement Project	5/27/09	None requested	White		40	Internet Newspaper Ad Mailings
District 10 Environmental	EA: 10-0L140, SJ-99 PM 23.5/24.5 EA: 10-0L130, SJ-99 PM 24.9/25.10	Local	Public Information Meeting	Morada Middle School Multipurpose Room, Stockton CA	Information meeting to discuss Eight Mile/SR99 Interchange Project	5/12/09	None requested	White, Hispanic		192	Internet English and Spanish Translation - Newspaper Ad/Mailings
District 10 Environmental	EA: 10-0S800, STA-99 PM 0.0	Local	Public Information Meeting	Riverbank, Ca	Information meeting to discuss N. County Corridor-SR108 E. Route Adoption Project	6/15/09	None requested	White		315	Internet Newspaper Ad Mailings

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aldes Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Planning	Plymouth Community Based Transportation Plan (CBTP Grant)	Amador County Transportation Council (ACTC) Award 1-16-09	Kick-off meeting 1/16/09; Request For Proposal Consultant selection 3/09; Oversight Comm est. 6/09; met with County Commissioners & City Council members 7/09; letters to tribes for tribal reps; scheduled town hall meeting #1 7/09	ACTC in Jackson	See Col. D	Various	N/A	White, Native American; Latino; diverse		15 - 20	Newspaper, letters, emails; website; phone calls.
District 10 Planning	Transportation Planning Grants Outreach	Caltrans	Outreach to potential Transportation Planning Grant applicants	District 10 - RTPA/MPO Board meetings; Technical Advisory Committee (TAC) meetings; tribal related meetings; planning meetings; etc.	To educate and provide assistance to our partner agencies, Community Based Organizations (CBOs) and Transit Operators on Planning Grants	Various	N/A	All Ethnic Groups		Various	Sent written invites/flyers/ e-mails; announced at meetings
District 10 Planning	TAC, Citizens Advisory Committees (CACs), Social Service Transportation Advisory Council (SSTAC) meetings	RTPAs and MPOs	CT rep at meetings	RTPAs and MPOs sites	Provide information about Caltrans including but not limited to, Planning, Programming and project updates	Monthly meetings	N/A	All Ethnic Groups		Varies	In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Planning	Cultural Awareness and Fund Raising Events for upcoming National American Heritage Month & California Indian Heritage Month	Caltrans	To educate staff and raise funds for next month's event.	District 10 event committee	See Col. D	Two separate Fall-time events; Indian Tacos Sales; Pumpkin Pie Sales	N/A	All Ethnic Groups		30-70	Internal Flyers and emails.
District 10 Planning	National American Indian Heritage Month and California Indian Heritage Month 2008	Caltrans	Producer and Committee organized event to recognize Native Americans and continue educational opportunities.	District 10	To honor especially the California Indians we work with locally and to increase staffs' awareness and sensitivity.	11/5/2008		Tribal, under-represented and other stakeholders		65-85	Sent written invites/flyers/ telephone calls/personal invites
District 10 Planning	Ongoing Communication and Opportunities for Interagency Coordination	Caltrans	Tribal reps on some monthly RTPA TACs-CT reps also attend same mtgs. ACTC is developing a formal Tribal Consultation Protocol that we will be providing assistance on.	Amador Co. Transportation Commission (ACTC) & Tuolumne Co. Transportation Council (TCTC)	To consult early and continuously in planning stages and throughout transportation projects	Ongoing		All stakeholders		6 to 12	In-person

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Planning	Tribal concern; required 19 months coordination to resolve; county finally successfully relocated the Bed Rock Molar (BRM).	City of Lone, Amador County, Caltrans, Tribe	Liaison efforts between tribe, county, city for protection of a cultural resource	Lone Band of Miwok Indians' Heritage Cultural Committee in Lone initially; District 10 mtgs with County/City/Ct. Discussed at ACTC Bd mtg.	Consulted with Tribe advising they write ltr of request to County owner of parcel where BRM is located; No responses, met with county and city to discuss issue; reporting updates to tribe; encouraged city and county to work with tribe - BRM relocated 6/4/	11/07 - 6/4/09		Tribe and other stakeholders		6 to 12	phone calls; meetings; letters
District 10	Disseminate training and relevant informational items to Tribes and individuals; Ongoing communication with tribes	OPR & Caltrans	Tribal/Encourage early consultation with Tribes mandated via regs/statutes; SB-18; CT policy, etc.	Via emails or letters.	To ensure tribes and local agencies have knowledge about compliance responsibilities	Ongoing		Tribes and other stakeholders		Varies	Emails; in-person
District 10	Buena Vista Rancheria Band of Me-Wuk Indians Gaming and Entertainment Facility	Buena Vista Me-wuk Indians	Draft Tribal Environmental Impact Report (DTEIR) for Proposed Casino in Amador County and to PPM	Several Meetings at District with Amador County Public Works, Tribal Consultants and Caltrans' Planning, Traffic Ops	Intergovernmental Review (IGR) related process; then went to Program/Project Management (PPM) for Ct oversight on this tribally funded project.	Ongoing (now with Program and Project Mgt. for mitigation for 3 SHS intersections		Tribal Representatives		6 to 8	Inler Governmental Review (IGR) Draft Tribal Environmental Impact Report comment ltr 3-12-07; 12-27-07 IGR Addendum to comment letter; emails, phone calls; meetings; to PPM 1/2009

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (a.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Planning	CA Central Valley Tribal Environmental Justice (EJ) Collaboration Project	KernCOG, Consultant - Chairwoman of Tubatulabals of Kern Valley, Districts 6 & 10	D-10 Liaison attended two of three workshops: 2nd in Madera and 3rd in Lemoore.	Madera; Lemoore	EJ grant to help develop the CA Central Valley Tribal EJ Transportation Collaboration Model and Context Sensitive Resource Mapping in support of the San Joaquin Blueprint Plan.	5/14/2009; 6/30/09		Tribes and other stakeholders		8 counties and 47 tribes (2nd workshop 48 attendees, 3rd workshop 80+ attendees)	Consultant emailed agendas & flyers; emails & phone calls; and in person. Liaisons coordinated efforts.
District 10	CTP 2035 Updates	Same as above	2nd CA Central Valley Tribal EJ Workshop	Madera	Presented information and brochures; pointed out website and encouraged ongoing tribal involvement	5/14/2009		Tribes and other stakeholders		8 counties and 47 tribes; 48 attendees	On Agenda to present
District 10	Presented History of NAAC and NALB and Roles of CT Native American Liaisons & Coordinators	Same as above	3rd CA Central Valley Tribal EJ Workshop	Lemoore	See Col. B	6/30/2009		Tribes and other stakeholders		8 counties and 47 tribes; 80+ attendees	On Agenda to present
District 10 Planning	State Route 49 Transportation Concept Report (TCR) //Corridor System Management Plan (CSMP) Stakeholder Consensus Facilitation to develop Public Engagement Plan	District 10 System and Advanced Planning	First strategy session with major key stakeholders.	Calaveras County	Review overall SR 49 TCR/CSMP development process and identified involvement of key stakeholders, advocacy groups and the community	6/12/2009	N/A	Consultant /CT		6	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Planning	"Dia DE Campeino" (Day of the Farmworker)		Give out information on CTP 2035	San Joaquin County Fairgrounds	Provide information/request input from Hispanic and low income community	8/23/2009	Interpreter & brochure in Spanish	Hispanic		2,000	Booth
District 10 Planning	CTP 2035 Updates	Various TAC and Board Meetings	Outreach for input on CTP 2035	Various meetings throughout District	Explained purpose and process of CTP 2035 Update, encouraged access of website and input	Various	N/A	Various		Various	In Person
District 10 Planning	CTP 2035 Updates	On Line American Government Class	Outreach for input on CTP 2035	Internet Class	Explained purpose and process of CTP 2035 Update, encouraged access of website and input	Various	N/A	Various		200	In Person
District 10 Local Assistance	Amador City Bridge and Sutter Creek Bridge/Field Review	Caltrans	Environmental	Amador City and Sutter Creek	Discussed Environmental Issues regarding Amador City and Sutter Creek Bridge	12/1/08	None			11	
District 10 Local Assistance	San Joaquin County Public Works/Discussed Project	SJ County	Project Evaluation	Caltrans District 10, Stockton CA	Discussed McHenry Ave. and Woodward Island project	12/12/08	None			4	
District 10 Local Assistance	Amador City Bridge and Sutter Creek Bridge/Field Review	Caltrans	Environmental	Caltrans District 10, Stockton CA	Discussed Environmental Issues regarding Amador City and Sutter Creek Bridge	1/5/09	None			11	
District 10 Local Assistance	StanCOG Quarterly Progress Meeting/Discussed Projects in StanCOG Area	StanCOG	Project Evaluation	StanCOG , Modesto CA	Discussed projects progress	1/22/09	None			20	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Local Assistance	Local Assistance and Environmental Training/Provide Local Assistance training and procedure for completing RFA packages	SJCOG	Request for Authorization	SJCOG, Stockton CA	Provide Local Assistance training and procedure for completing RFA packages	2/23/09	None			30	
District 10 Local Assistance	City of Patterson project on SR 33 and M St./Discussed project	City of Patterson	Project Evaluation	Caltrans District 10, Stockton CA	Discussed project on SR 33 and M St.	2/23/09	None			15	
District 10 Local Assistance	City of Hughson project on Locust St./Discussed project	City of Hughson	Request for Authorization	Hughson, CA	Discussed three projects RFA for Locust St. in City of Hughson	3/4/09	None			7	
District 10 Local Assistance	City of Patterson project on SR 33 and M St./Discussed project	City of Patterson	Project Evaluation	Caltrans District 10, Stockton CA	Discussed project on SR 33 and M St.	3/23/09	None			13	
District 10 Local Assistance	City of Modesto Projects/Discussed Projects	City of Modesto	Request for Authorization	Caltrans District 10, Stockton CA	Discussed RFA for CON packages for projects	6/18/09	None			5	
District 10 Local Assistance	City of Hughson project on Locust St./Discussed project	City of Hughson	Request for Authorization	Caltrans District 10, Stockton CA	Discussed project RFA for Locust St. in City of Hughson	7/13/09	None			4	

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 10 Local Assistance	City of Paterson project on SR 33 and M St./Discussed project	City of Paterson	Project Evaluation	Caltrans District 10, Stockton CA	Discussed project on SR 33 and M St	7/14/09	None			9	
District 10 Local Assistance	City of Newman Downtown Plaza Project/Discussed Project	Caltrans	Request for Authorization	Caltrans District 10, Stockton CA	Discussed RFA for CON package for City of Newman Downtown Plaza Project	7/1/09	None			5	
District 10 Local Assistance	SJCOG	SJCOG	ARRA project and procedure	Caltrans District 10, Stockton CA	To clarify SJCOG role in ARRA process	3/23/09	None	2 male & 3 female		5	
District 10 Local Assistance	SJCOG Meeting	SJCOG	FTIP Programming and RSTP authorization	Caltrans District 10, Stockton CA	To review projects with SJCOG	4/8/09	None			5	
District 10 Local Assistance	Project Scope	Tuolumne County	Pre-project evaluation	Caltrans District 10, Stockton CA	To possible redefine scope of project	3/10/09	None	1 - white male, 4-female (white, hispanic) 2 Pacific Islander		7	
District 10 Local Assistance	Training	UC Berkeley	Federal Aid Training	Caltrans District 10, Stockton CA	Design to Construction	11/6/08	None			25	
District 10 Local Assistance	Training	UC Berkeley	Federal-Aid Training	Caltrans District 10, Stockton CA	Project Completion	11/7/08	None			25	
District 10 Local Assistance	Training	UC Berkeley	Federal-Aid Training	Caltrans District 10, Stockton CA	Right of Way	3/12/09	None			30	
District 10 Local Assistance	Training	Caltrans	Discuss ARRA policies	Caltrans District 10, Stockton CA	ARRA funding	4/9/09	None			15	
District 10 Local Assistance	DBE Training	UC Berkeley	DBE Race Conscious program	San Joaquin Training Facility	Goal & Methodology Process	4/9/09	None			150	

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 11 Environmental	State Route 76 Mission to I-15 Highway Improvements	D11 Environmental	Scoping Meeting	Bonsall Community Center, 31505 Old River Road, Bonsall	Public scoping meeting to announce preparation of a Draft EIR/EIS, and receive input on project alternatives	10/22/2008	Jose Delgado acted as interpreter and the stenographer accepted comments in English and Spanish	In the project study area: approx 60% White; 30% Hispanic/Latino; 9% Asian 4% Black or African American 16% Other or two or more races	US Bureau of the Census 2000	47	Newspaper Ads placed in North County Times and Hispanos Unidos, notices to business and interest groups, mailers to those along corridor
District 11 Environmental	State Route 11/Otay Mesa East Port of Entry Project	D11 Environmental	Scoping Meeting	Ocean View Hill Elementary School, 4919 Del Sol Boulevard, San Diego, CA 92154	Public scoping meeting to announce preparation of a Draft EIR/EIS, and receive input on project alternatives	12/4/2008	Stacy Gomez (Interpreter)	Area is currently undeveloped	US Bureau of the Census 2000	22	English and Spanish Newspapers, Fact Sheets and Mailers
District 11 Environmental	I-15/Mira Mesa Blvd DAR	D11 Environmental	Public Meeting	Quality Inn and Suites, 9880 Mira Mesa Blvd, San Diego	Public meeting to receive input and comments on the Draft EIR/EA	11/12/2008	None	Predominately English-speaking	US Bureau of the Census 2000	124	Newspaper Ad in Union Tribune, notices to nearby community planning boards, Notice on SANDAG website (www.keepsandiegomoving.com)
District 11 Environmental	I-805/Carroll Cyn Rd Extension/DAR	D11 Environmental	Public Meeting	Woodlin Suites Hotel, 10044 Pacific Mesa Blvd, San Diego	Public meeting to receive input and comments on the IS/EA	2/10/2009	Arturo Jacobo acted as interpreter	Predominately English-speaking	US Bureau of the Census 2000	5 community members	Newspaper Ad in Union Tribune, mailers to business in project area, notices to nearby community planning boards

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 12 Public Information Office	pre-con meetings	Caltrans	pre-con meetings	Various field office locations	To provide information to Contractors re: DBE/DVBE, labor compliance prevailing wage rates for both State and Federally funded contracts.	various dates	none	various ethnicities	Self Identification	15	Print media, letter, email
District 12 Public Information Office	State Route 74 Widening Project	Caltrans	Improvements, widening	Marco Middle School, San Juan Capistrano	Public review of State project during circulation of Environmental Document	1/14/09	Court Reporter fluent in Spanish and English	Latino, White	US Census, Parcel Data, self Identification	Approx. 120	Public Circulation, Public Meeting
District 12 Public Information Office	State Route 91 Lane Addition Project	Orange County Transportation Authority	EB Lane addition	Anaheim	Public review of State project during circulation of Environmental Document	1/21/09	Court Reporter fluent in Spanish and English	Latino, White	US Census, Parcel Data, self identification	Approx. 30	Public Circulation, Public Meeting
District 12 Public Information Office	I-405/I-605/SR-22 West County Connector Project	Orange County Transportation Authority	Interchange improvements, Widening	Long Beach	Public Meeting to provide information about the project	5/6/09	Interpreters assisted w/Spanish-speakers, TTY number provided	Latino, White, Asian	Parcel Data, Self Identification	Approx. 80	Print Media, Direct Mailers, Public Meeting
District 12 Public Information Office	SR-1 Roadway Rehabilitation Project	Caltrans	Roadway rehabilitation, re-paving	Laguna Beach	Public Meeting to provide information about the project	7/21/09	none	White	Self Identification	Approx. 40	Print Media, Direct Mailers, Public Meeting
District 12 Construction	Construction/Labor Compliance	Transportation	Interviews	Telephone and public areas.	Process wage and EEO issues identified by workers.	Multiple dates.	Spanish Interpreter	Various ethnicities		Varies	Telephone, letter and in-person.
District 12 Construction	Construction/Labor Compliance	Transportation	Pre-con meeting	Various field offices	Provide information to contractors re: DBE/DVBE, labor compliance & prevailing wage requirements.	Multiple dates.	None	Various ethnicities		Varies	Letter, email.
District 12 Construction	Construction/Labor Compliance	Transportation	Pre-bid meeting	District Office	Provide opportunity for small contractors to network with large firms.	6/30/09	None	Various ethnicities		45	Letter, email.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 12 Construction	District 12 Admin & Construction/Labor Compliance	Transportation	Public Participation Meeting	District Office	Update contractors and other concerned parties regarding the DBE Race Conscious Program changes.	3/27/09	None	Various ethnicities		80	Letter, email.
District 12 Construction	Construction/Labor Compliance	Transportation	Annual EEO Reports	District Office	Collect FHWA 1391 reports.	8/15/08	None	Various ethnicities		N/A	Letter, email.
District 12 Construction	Construction/Labor Compliance	Transportation	Training	District Office & RE Academy	Review with Caltrans RE's the DBE Race Conscious Program changes.	Various	None	Various ethnicities		25	Email
District 12 Construction	Construction/Labor Compliance	Transportation	Partnering Outreach	District Office & Construction Field Offices	Work with contractors to establish healthy working/business relationships.	Various	None	Various ethnicities		Varies	Email
District 12 Construction	Construction/Labor Compliance	Transportation	Calmentor (Outreach Mentoring)	Various	The Calmentor program assists DBE's by pairing small businesses with large firms.	Multiple meetings throughout year.	Sign Language	Various ethnicities		25	Letter, email.
District 12 Design	SR-91 between SR-55 and SR-241	Caltrans	Widen Freeway - Add One Lane in Each Direction	City of Anaheim	DED Circulation, Public Meeting	1/21/09	Court Reporter fluent in Spanish and English	General Public	City of Anaheim	100	Public Circulation, Print Media, Direct Mailers
District 12 Design	West County Connector Projects - 405/605/22 IC	OCTA	Interchange Improvements Project	City of Long Beach Library	Project Overview, Information Sharing	2/9/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	30	Public Circulation, Public Meeting
District 12 Design	West County Connector Projects - 405/605/22 IC	OCTA	Interchange Improvements Project	City of Stanton	Project Overview, Information Sharing	3/9/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	20	Print Media, Direct Mailers
District 12 Design	West County Connector Projects - 405/605/22 IC	OCTA	Interchange Improvements Project	City of Seal Beach/Rossmore	Project Overview, Information Sharing	4/9/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	40	Print Media, Direct Mailers

Outreach to Communities
FFY 2009

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 12 Design	West County Connector Projects - 405/605/22 IC	OCTA	Interchange Improvements Project	City of Westminster	Project Overview, Information Sharing	5/9/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	25	Print Media, Direct Mailers
District 12 Design	I-405 between SR-73 and I-605	OCTA	Widen Freeway	City of Fountain Valley Community Center	Project Scoping Meeting, Information sharing	9/22/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	30	Print Media, Direct Mailers
District 12 Design	I-405 between SR-73 and I-605	OCTA	Widen Freeway	City of Huntington Beach Library	Project Overview, Information Sharing	9/23/09	Court Reporter fluent in Spanish and English	Latino, White, Asian	US Census, Parcel Data	35	Print Media, Direct Mailers
District 12 Environmental Planning	Orange County Gateway	City of Placentia - CEQA FHWA - NEPA	Grade Separation	City of Anaheim	Meet with residents in Traifer Park	October & November, 2008	N/A	Low Income	U.S. Census	80	On-Site meeting to describe row impacts
District 12 Environmental Planning	SR-57 Northbound from Katella to Lincoln	Caltrans	Widening	Rio Vista Elementary School	Provide public information on it & get comments from public	4/7/09	Translators and Court Reporter	Hispanic & Caucasian	U.S. Census	79	Newspaper Ads, Flyers, and Mailings
District 12 Environmental Planning	SR-91 between SR-55 and SR-241	Caltrans	Widening	N/A	N/A	January, 2009	N/A	Mixed		270	Mailed out Soundwall Survey Letters
District 12 Environmental Planning	Gene Autry Way West Project from I-5 to South Haster Street	City of Anaheim	Interchange Improvements Project	N/A	N/A	8/1/09	N/A	Mixed			Mailed out Soundwall Survey Letters
District 12 Environmental Planning		O.C. Water District Co-Sponsor = Disney		Nixon Library, Yorba Linda, CA	Public Outreach & Education of Stormwater	April, 2009	Interpreter & Bilingual pamphlets	Mixed	Local School Districts	approx. 1,500	Fun & Informative festival

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
District 12 Environmental Planning	I-405 Improvemnets Project from SR-73 to 605	Caltrans	Widening & improvements	Fountain Vailey Senior & Community Center; Huntington Beach Library; Westminster Community Center; Rush Park Auditorium	Public Scoping	9/22/09; 9/23/09; 9/30/09; 10/01/09	Coun Reporter; Interpreters	Latinos, Whites, Asians	Census Data	150 for Fountain Valley Scoping Meeting; Other meetings yet to be held	Newspaper Ads; Public mailing; Newspaper articles; Internet website
District 12 Environmental Planning	SR-91 Widening project	Caltrans	Widening & improvements	El Rancho Charter School, Anaheim	Public Hearing	Jan. 21, 2009	Court Reporter; Interpreters	Latinos, Whites, Asians	Census Data	23	Newspaper Ads; Public mailing; Internet website
HQ Division of Transportation Planning (DOTP)	Outreach on the California Transportation Plan 2035	Caltrans	Three Focus Groups	Sacramento	Validate strategies for the CTP 2035, identify missing strategies and red flags.	4/1/6/2009 to 4/28/09	No interpreters/special aides requested or required.	Asian, Latino, Native American, white Stakeholders from low income, disabled, non-motorized, transit, and aged communities	Participants selected on basis of experience in the three subject areas: environment, economic, equity. Some demographic data collected visually	23	Participants recruited electronically by web-based advertisement and telephone
HQ Division of Transportation Planning (DOTP)	Outreach on the California Transportation Plan 2035	Caltrans	Three Focus Groups	Fresno Los Angeles Redding	Validate challenges for the CTP 2035, identify missing challenges and red flags.	5/12/2009 to 5/21/2009	No interpreters/special aides requested or required.	Race: African American (4), African American/Hispanic (1), Asian/Pacific Islander (4), Hispanic (6), White (20), other (1)-total 36 Low-income (12), disabled (0)	Participants selected on basis of ensuring as wide a representation of demographic variation and choice of transportation modes. Demographic data was collected from a survey (results available upon request).	36	Participants recruited electronically by web-based advertisement and telephone

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Transportation Planning (DOTP)	Outreach on the California Transportation Plan 2035	Caltrans	Six public workshops	Sacramento Redding Fresno Los Angeles San Diego Oakland	To engage stakeholders and the public, including underrepresented, in the update of the CTP; validate vision, goals, policies, and strategies	9/21/09 to 10/12/09	Spanish-speaking translators will be available, and other special needs as requested. <i>CTP 2035 Brochures available in Spanish</i>	Anticipated: African American, Asian/Pacific Islander, Latino, Native American, low-income, disabled, aged, youth	Participants will be selected on basis of ensuring as wide a representation of demographic variation and choice of transportation modes. Demographic data will be collected from a survey	Estimate 50-100 per each of six workshops in September and October 2009	Advertising in ethnic media, e-mails to stakeholders and community groups, and consultation with Tribal Governments
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	SANDAG Offices - San Diego	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	03/25/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Huntington Beach Senior Center	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	03/26/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Redding District Office	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/02/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	5	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	San Bernardino Associated Govts	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/06/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	25-30	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Council of Fresno County Govt	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/09/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	10-15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Metropolitan Transportation Commission- Oakland	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/14/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	30-35	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	AON Center-L.A.	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/15/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	30-35	Email notification to all RTPAs and MPOs and posted on website.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Gateway Oaks, Sacramento	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/20/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	10-15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	San Luis Obispo District Office	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/22/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	10-15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	Monterey Salinas Transit	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/23/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	5-10	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Elderly and Disabled Specialized Transit Program, Section 5310 FFY 2009 Application Workshop	Caltrans	Public Transit Outreach	San Joaquin RTD	To educate transit organizations on Section 5310 Elderly and Disabled Specialized Transit Program requirements.	04/30/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	10-15	Email notification to all RTPAs and MPOs and posted on website.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshop presentations	Caltrans	Staff Education	Rail Conference Room, HQ	To educate DMT staff on the Section 5311 Recovery Act Program to include Civil Rights requirements.	06/11/09	No interpreters/special aides requested or required.	Open to all, survey not taken	Not applicable	20-25	Notification to DMT FTA staff
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshop	Caltrans	Public Transit Outreach	District 5 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	6/17/09	No interpreters/special aides requested or required.	Mainly white Male, to include some Hispanic, Other, No Disability, majority 40+, no low-income	Not applicable	18	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 6 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	6/18/09	No interpreters/special aides requested or required.	Split of White Male and Female, to include some Hispanic and Asian, majority 40+, no disability, no low-income	Not applicable	31	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 11 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	6/24/09	No interpreters/special aides requested or required.	Mainly White Female, to include African American, Hispanic, Asian, and Other, no Disability, majority 40+, no low-income	Not applicable	12	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 7 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	6/25/09	No interpreters/special aides requested or required.	Mainly White Male, to include Hispanic, no Disability, majority 40+, no low-income	Not applicable	29	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 8 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	6/26/09	No interpreters/special aides requested or required.	Mainly White, to include African American, Hispanic and Other, no Disability, majority 40+, no low-income	Not applicable	21	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	HQ - Sacramento District Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	7/1/09	No interpreters/special aides requested or required.	Split of White Male and Female, to include Hispanic, no Disability, majority 40+, no low-income	Not applicable	23	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 3 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	7/2/09	No interpreters/special aides requested or required.	Split of White Male and Female, to include African American, Hispanic, no Disability, majority 40+, no low-income	Not applicable	19	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 10 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	7/8/09	No interpreters/special aides requested or required.	Mainly White Female, to include Hispanic and Other, no Disability, majority 40+, no low-income	Not applicable	29	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 4 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	7/16/09	No interpreters/special aides requested or required.	Split of White Male and Female, to include African American, Hispanic and Asian, no Disability, majority 40+, no low-income	Not applicable	31	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Mass Transportation	Section 5311 Recovery Act/Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Workshops	Caltrans	Public Transit Outreach	District 2 Office	To educate district representatives and transit organizations on Section 5311 Recovery Act reporting, procurement, and civil rights requirements, and PTMISEA requirements.	7/29/09	No interpreters/special aides requested or required.	Split of White Male and Female, to include American Indian, Hispanic, no Disability, majority 40+, no low-income	Not applicable	21	Participants recruited electronically by web-based advertisement to CalACT list serve (3000+) and email invitation to all district offices.
HQ Division of Mass Transportation	Job Access and Reverse Commute and New Freedom Workshops, Sections 5316 /5317	Caltrans	Public Transit Outreach	District 10 Office	To educate district representatives and transit organizations on Job Access and Reverse Commute and New Freedom Program requirements,	7/15/09	No interpreters/special aides requested or required.		Not applicable	Ask cindy	Email notification to all RTPAs and MPO and posted on website.
HQ Division of Mass Transportation	Job Access and Reverse Commute and New Freedom Workshops, Sections 5316 /5317	Caltrans	Public Transit Outreach	Sacramento Gateway Oaks	To educate district representatives and transit organizations on Job Access and Reverse Commute and New Freedom Program requirements,	7/15/09	No interpreters/special aides requested or required.	Open to all, survey not taken.	Not applicable	22	Email notification to all RTPAs and MPO and posted on website.
HQ Division of Mass Transportation	Job Access and Reverse Commute and New Freedom Workshops, Sections 5316 /5317	Caltrans	Public Transit Outreach	District 4 Office	To educate district representatives and transit organizations on Job Access and Reverse Commute and New Freedom Program requirements,	7/1/09	Sign language interpreter.	Open to all, survey not taken.	Not applicable	10	Email notification to all RTPAs and MPO and posted on website.
HQ Division of Rail	GLAMER Travel	Amtrak		Sacramento	Group Leader Assoc. Meeting	10/1/09	None				Amtrak National Event
HQ Division of Rail	Bay Area Travel Show			Santa Clara		1/1/09	None				
HQ Division of Rail	Intercity Rail Day at Capitol			Sacramento	CA Rail Corridor Agencies' Board Members Educating Their Legislators	Mid-Winter	None				
HQ Division of Rail	Allensworth										
HQ Division of Rail	National Train Day										

**Outreach to Communities
FFY 2009**

District/ Division	Project/ Activity	Lead Agency	Type of Planning Activity	Location of Meeting	Purpose of Meeting	Date	Interpreters or Special Aides Used	Community Profile (e.g. Asian/Pacific Islander, African American, White, etc., Gender, Age, Disability, Income Level)	Demographic Source(s) Used	# of Attendees	Outreach Method
HQ Division of Rail	Planata				Awareness San Joaquin Route; Operation Lifesaver						