



PUBLIC PARTICIPATION PLAN

APRIL 2025



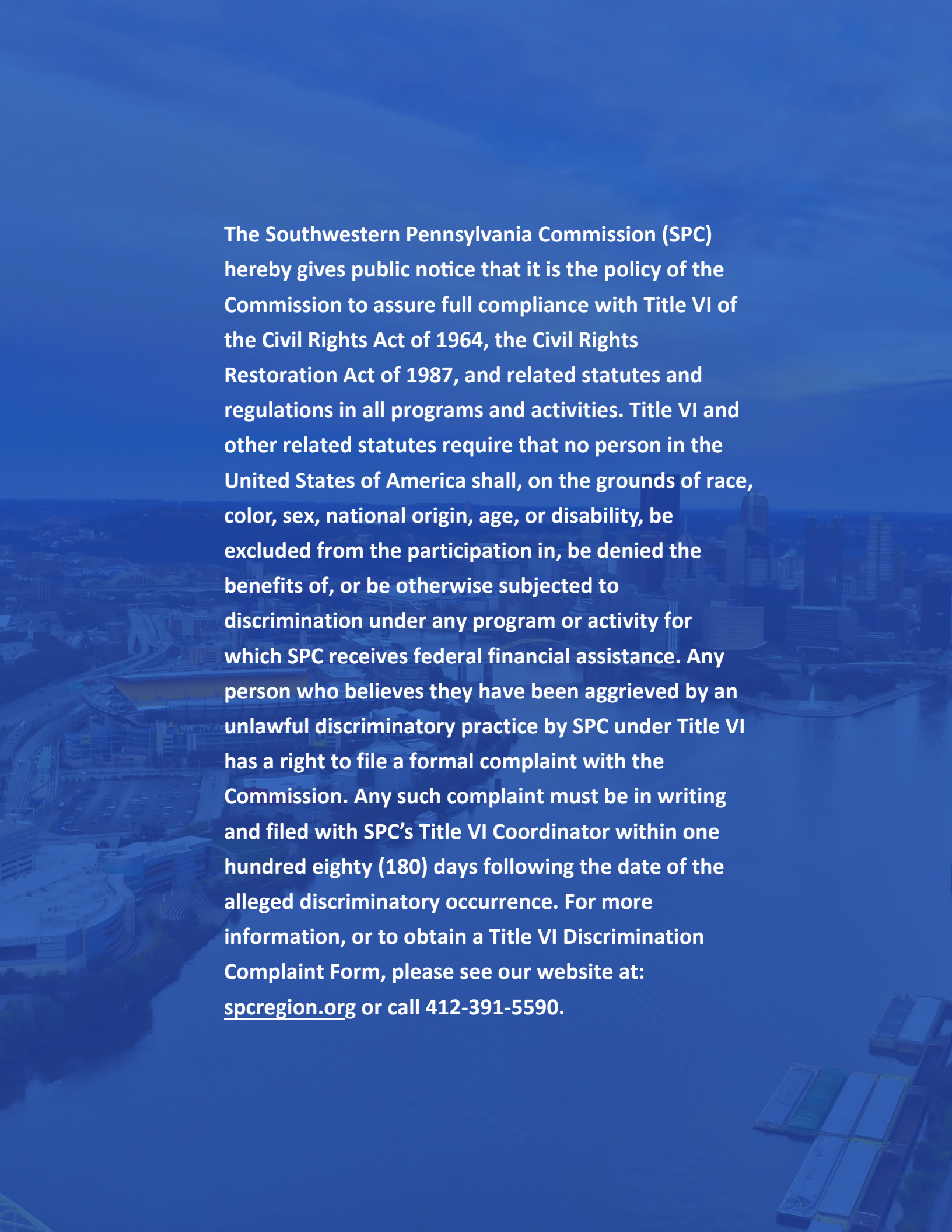
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Pittsburgh, PA 15222



comments@spcregion.org
spcregion.org



Voice 412.391.5590

An aerial photograph of Pittsburgh, Pennsylvania, showing the city skyline, the Allegheny River, and the Monaca Casino. The image is overlaid with a semi-transparent blue filter. The text is centered on the image.

The Southwestern Pennsylvania Commission (SPC) hereby gives public notice that it is the policy of the Commission to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI and other related statutes require that no person in the United States of America shall, on the grounds of race, color, sex, national origin, age, or disability, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which SPC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice by SPC under Title VI has a right to file a formal complaint with the Commission. Any such complaint must be in writing and filed with SPC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our website at: spcregion.org or call 412-391-5590.

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中文

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Nepali

यो फाराम अनुरोध गरिएमा वैकल्पिक ढाँचाहरूमा उपलब्ध छन्।
अनुरोध गरेमा बिना शुल्क SPC ले अनुवादन र दोभाषे सेवा उपलब्ध गराउँछ।
थप जानकारीको लागि SPC (412) 391-5590 मा फोन गर्नुहोस्।

Gujarati

આ દસ્તાવેજ વિનંતી પર વૈકલ્પિક ફોર્મેટમાં ઉપલબ્ધ હોય છે.
SPC કોઈપણ શુલ્ક લીધા વિના વિનંતી પર અનુવાદ અને અર્થઘટન સેવાઓ પૂરી પાડશે. વધુ માહિતી માટે કૃપા કરી (412) 391-5590 પર SPCને કોલ કરો.

Oriya

ଏହି ଡକ୍ୟୁମେଣ୍ଟର ଅନୁରୋଧରେ ବୈକଳ୍ପିକ ଫର୍ମାଟରେ ଉପଲବ୍ଧ। କୌଣସି ଚାର୍ଜ ନାହିଁ।
ଯଦି ଯିଏ ଅନୁରୋଧ କରନ୍ତି ତାଙ୍କୁ କୌଣସି ଶୁଳ୍କ ନେବା ପ୍ରଦାନ କରାଯିବ।
ଅଧିକ ସୂଚନା ପାଇଁ (412) 391-5590 କଲ୍ କରନ୍ତୁ।

Punjabi:

ਇਹ ਦਸਤਾਵੇਜ਼ ਬੇਨਤੀ ਕਰਨ 'ਤੇ ਵਿਕਲਪਕ ਰੂਪਾਂ ਵਿੱਚ ਉਪਲਬਧ ਹੈ।
SPC ਬਿਨਾਂ ਕਿਸੇ ਖਰਚ 'ਤੇ ਬੇਨਤੀ 'ਤੇ ਅਨੁਵਾਦ ਅਤੇ ਦੁਬਾਰਾ ਸੇਵਾ ਪ੍ਰਦਾਨ ਕਰੇਗਾ।
ਵਧੇਰੇ ਜਾਣਕਾਰੀ ਲਈ ਕਿਰਪਾ ਕਰਕੇ SPC ਨੂੰ (412) 391-5590 'ਤੇ ਕਾਲ ਕਰੋ।

Sinhalese

ඉල්ලීම මත මෙම ලේඛනය විකල්ප ආකෘතිවලින් ලබාගත හැකිය.
SPC විසින් කිසිදු ගාස්තුවක් අය කිරීමකින් තොරව භාෂා පරිවර්තන හා භාෂණ පරිවර්තන සේවාවන් සපයනු ඇත.
කරුණාකර වැඩි දුර විස්තර සඳහා (412) 391-5590 ඔස්සේ SPC අමතන්න.

Marathi

हा दस्तऐवज विनंतीनुसार पर्यायी स्वरूपांमध्ये उपलब्ध आहे.
विनंतीनुसार SPC भाषांतर आणि अर्थविवरण सेवा विनामूल्य प्रदान करेल. अधिक माहितीसाठी कृपया SPC ला (412) 391-5590 येथे कॉल करा.

Bengali

অনুরোধ জানালে এই ডকুমেন্টটি অন্যান্য ফরম্যাটেও পাওয়া যায়।
অনুরোধ জানালে SPC কোনও চার্জ ছাড়াই অনুবাদ এবং ব্যাখ্যা করার পরিষেবা প্রদান করবে।
আরও তথ্যের জন্য অনুগ্রহ করে (412) 391-5590 নম্বরে SPC কে কল করুন।

Hindi

यह दस्तावेज़ अनुरोध पर वैकल्पिक फॉर्मेट में उपलब्ध है।
एस पी सी (SPC) अनुवाद और व्याख्या सेवाएं अनुरोध पर बिना शुल्क उपलब्ध कराएगी।
कृपया अधिक जानकारी के लिए (412) 391-5590 पर एस पी सी (SPC) को कॉल करें।

Sindhi

درخواست جي صورت ۾ هي دستاويز متبادل ٻولي ۾ دستياب آهي.
درخواست جي صورت ۾ SPC ترجمي ۽ ترجمائي جون مفت خدمتون فراهم ڪندي.
مهرباني ڪري وڌيڪ معلومات لاءِ (412) 391-5590 تي SPC کي ڪال ڪريو.

Urdu

بہ دستاویز درخواست کیے جانے پر متبادل اشکال میں دستیاب ہے۔
SPC درخواست کیے جانے پر ترجمہ اور ترجمانی کی خدمات مفت فراہم کرے گا۔
مزید معلومات کیلئے SPC کو (412) 391-5590 پر کال کریں۔

SPC is responsible to assure that meeting facilities are accessible to persons with disabilities and the location is reachable by public transit. SPC will provide auxiliary services for individuals with language, speech, sight or hearing needs, provided the request for assistance is made 3 days prior to the meeting. SPC will attempt to satisfy requests made with less than 3 days notice as resources allow at no cost. SPC's ADA Compliance Coordinator is Ronda Craig and can be reached at rcraig@spcregion.org.

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SECTION 1

INTRODUCTION

The Southwestern Pennsylvania Commission (SPC) is the designated Metropolitan Planning Organization (MPO) for the ten-county Southwestern Pennsylvania region.

[Read About Us >](#)

SECTION 1

INTRODUCTION

1.1 About Us

The Southwestern Pennsylvania Commission (SPC) is the designated Metropolitan Planning Organization (MPO) for the ten-county Southwestern Pennsylvania region. As the official MPO, we are responsible for regional transportation planning activities. As such, we direct the use of state and federal transportation funds — through 2045. We don't do this alone. We work with interested parties to ensure our planning and programming efforts represent the needs of the entire region. How we do that is documented in this plan, the *Public Participation Plan*.

Interested parties include citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties.

Transportation planning and programming consider all transportation modes important to you and the regional system. Transportation planning sets goals and evaluates transportation needs for the entire region. Transportation programming chooses and allocates funds to projects that meet the identified needs of the region.

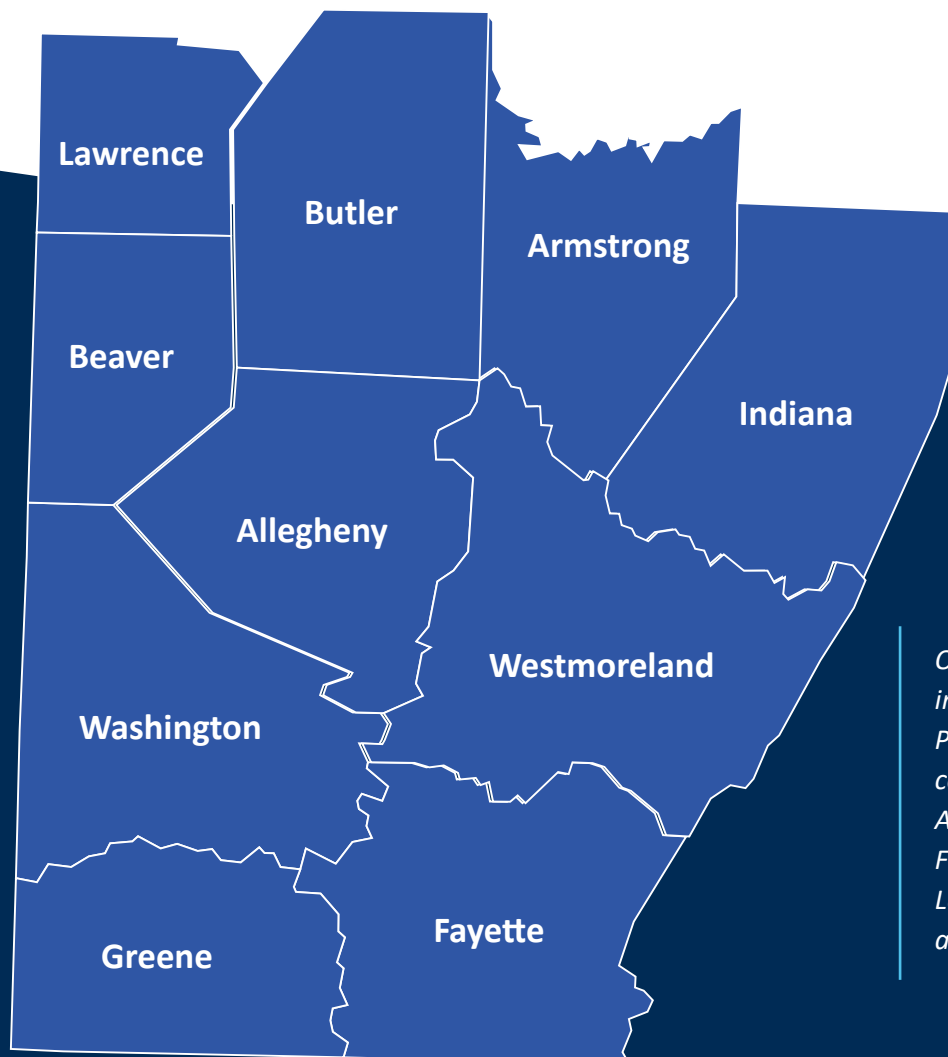




Visit us at:
spcregion.org

Our commitment to these activities is reflected in our Mission Statement:

*The Southwestern Pennsylvania Commission is the cooperative forum for regional collaboration, planning, and public decision-making. The Commission develops plans and programs for public investments; fulfills federal and state requirements for transportation, economic development, and local government assistance programs; and operates with **public involvement and trust**.*



Our ten-county region includes the City of Pittsburgh and the counties of Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington, and Westmoreland.



1.2 How Can I Contact SPC?

You can contact our Public Involvement Coordinator for more information on this Public Participation Plan or on our regional transportation planning activities:



Public Involvement Coordinator
Southwestern Pennsylvania
Commission

42 21st Street, Suite 101
Pittsburgh, PA 15222

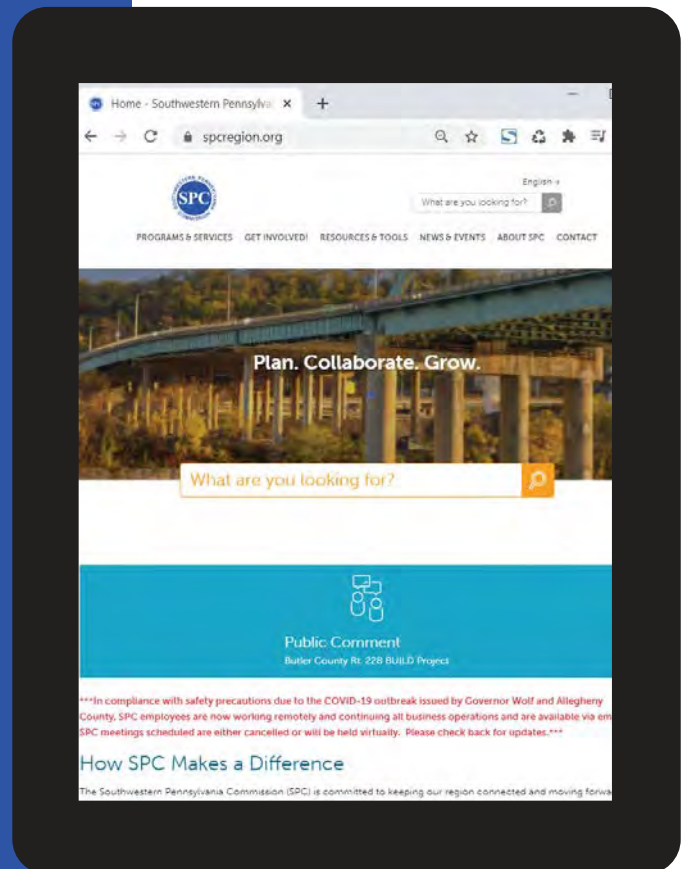


Telephone: (412) 391-5590



Email: comments@spcregion.org

Website: spcregion.org






1.3 What is the Public Participation Plan?

This document provides an outline of the tools and techniques we use to inform and engage the public throughout our transportation planning and programming processes. The plan must comply with federal participation plan regulations and guidelines for metropolitan transportation planning and programs ([See Section 2.1](#)). This guidance helps to ensure that our Public Participation Plan provides opportunities and access for all individuals to provide input on key transportation planning, policy and investment decisions. The document can be referenced at any time by the public and other planning agencies to learn how to participate, see our methods for sharing information, and identify opportunities to provide input.

Activities outlined in this Public Participation Plan are also coordinated with statewide transportation planning and participation efforts ([Statewide Public Participation Plan](#)).

The effectiveness of the Public Participation Plan is regularly evaluated. When necessary, the plan is updated, made available for public comment, and adopted. [See Section 4.2D](#) for more details.

A photograph of a person sitting in a wheelchair outdoors. The image is overlaid with a semi-transparent blue filter. White text is superimposed on the right side of the image, reading: "This guidance helps to ensure that our Public Participation Plan provides opportunities and access for all individuals to provide input on key transportation planning, policy and investment decisions." The person in the wheelchair is looking towards the camera. The background shows some trees and a building.

This guidance helps to ensure that our Public Participation Plan provides opportunities and access for all individuals to provide input on key transportation planning, policy and investment decisions.

1.4 Public Participation Goals

Our overall public participation goal is to educate and communicate with our region's residents. We accomplish this overall goal by executing the five goals outlined below.

Goal 1:

Inform and Educate the Public

We provide accessible information to the public and provide timely public notice. We provide clear, accurate, and relevant information using varied communication tools. In addition to informing, we also educate the public about the planning process and provide supportive policy, program, and technical information. Finally, we enhance the public's understanding with tools that help them visualize and relate to our various planning activities. This allows the public to provide more informed feedback.



The Public refers to all individuals or groups in the SPC region.

Goal 2:

Reach Out and Build Connections

We continue to reach out and connect by inviting our region's communities to participate. We continue to prioritize engagement by building new relationships with organizations and communities.

Goal 3:

Engage the Public and Encourage Continued Participation

We continuously engage with the public to encourage meaningful participation. This process includes:

- Providing various ways to engage and communicate with the public
- Responding to comments and questions in a timely manner
- Using our network of partners for help with responses as needed
- Meeting people "Where They Are."



We inform the public of the decision-making processes each time we request public comment on a planning activity.

We present this to the public at the beginning of each planning activity and throughout the engagement process. We document all public input.

Communicating with the public is a key element to developing our planning goals and outcomes. We encourage input, respond in a reasonable and timely manner, and include comments as feedback to decision-makers to shape the planning process. It is important to note that our regular meetings are open to the public and feature a public comment opportunity.

Goal 4: Use Public Input to Shape Policies, Plans, and Programs

We inform the public of the decision-making processes each time we request public comment on a planning activity. We present this to the public at the beginning of each planning activity and throughout the engagement process. We document all public input. This documentation provides a record of all comments and assist our staff

and committees as they consider comments. We then use the documented comments to help develop transportation plans and programs. Our process of incorporating public input into the transportation planning process is transparent and consistent with the provisions outlined in this Public Participation Plan.

Goal 5: Evaluate Public Participation Strategies

We continually monitor the public engagement process to sustain best practices in public participation. We use an outline for evaluating and improving this document and the strategies that guide how we engage the public.



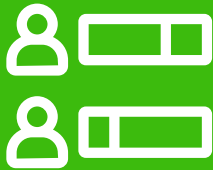
Our process of incorporating public input into the transportation planning process is transparent and consistent.



Goal 1: Inform and Educate the Public



Goal 2: Reach Out and Build Connections



Goal 3: Engage the Public and Encourage Continued Participation



Goal 4: Use Public Input to Shape Policies, Plans, and Programs



Goal 5: Evaluate Public Participation Strategies



SECTION 2

FEDERAL GUIDANCE AND CONSULTATION

Our Public Participation Plan must comply with federal guidance associated with transportation planning and programming.

[See How >](#)

SECTION 2

FEDERAL GUIDANCE AND CONSULTATION

Our Public Participation Plan must comply with federal guidance associated with transportation planning and programming. We also consult with interested parties to gather feedback before the plan is adopted.

2.1 FEDERAL GUIDANCE

Consideration for public participation in the transportation planning and programming process was included in legislation as early as 1991 with the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) and its successor, the Transportation Efficiency Act for the 21st Century (TEA-21). The requirement for MPOs to establish a Public Participation Plan was identified in 2005 with the passage of the [Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users \(SAFETEA-LU\)](#).



Below is an excerpt from SAFETEA-LU:

The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan planning process. (§ 450.316(a) Interested parties, participation, and consultation)

Recent legislation including the Moving Ahead for Progress in the 21st Century (MAP-21); [Fixing America's Surface Transportation Act \(FAST Act\)](#); and currently [Promising Practices for Meaningful Public Involvement in Transportation Decision-Making](#) have further refined and expanded the requirements of MPO's in planning processes and public participation. SPC regularly monitors all state and federal guidance related to MPO's and adjusts processes and policies accordingly.



2.2 Consultation

In 2007, we developed the first Public Participation Plan with help from a wide range of interested parties. We developed the first draft to begin the dialog, using guidance from SAFETEA-LU legislation and training sponsored by the National Transit Institute (NTI).

The Public Participation Plan is a dynamic document, and periodic updates ensure that the Plan reflects current conditions and practices. For subsequent updates in 2011, 2012, 2015, 2021 and 2025 interested parties were consulted in updating the Public Participation Plan.

These interested parties include:

- The Public
- Affected Public Agencies
- Representatives of Public Transportation Employees
- Freight Shippers
- Providers of Freight Transportation Services
- Private Providers of Transportation
- Representatives of Users of Public Transportation
- Representatives of Users of Pedestrian Walkways and Bicycle Transportation Facilities
- Representatives of the Disabled
- Other Interested Parties

We used feedback and suggestions from these interested parties to update the final draft Public Participation Plan. Then we presented it for formal public review and comment as described in [Section 4](#).



We used feedback and suggestions from these interested parties to update the final draft Public Participation Plan.



SECTION 3

ACCESS AND INFORMATION FOR ALL

We seek to increase the number of participants and meaningful input throughout the planning process.

[See How >](#)

SECTION 3:

ACCESS AND INFORMATION FOR ALL

We seek to increase the number of participants and meaningful input throughout the planning process. Our priority is to build new relationships with community organizations to increase the number of participants who engage in activities.

3.1 Community Demographics

Title VI of the Civil Rights Act of 1964 states that no person or group shall be excluded from participation in, or denied the benefits of, any program or activity utilizing federal funds. Federal law requires each federal agency or organization receiving federal funds. This includes expanding our outreach efforts to regional communities.



This Public Participation Plan outlines the planning process that we use to identify, seek out, and engage with the region's populations.

Title VI of the Civil Rights Act of 1964 states the foundation of these efforts:

“No person in the United States shall, on the basis of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program receiving Federal financial assistance.”

A. Targeted Outreach Areas

Our public outreach process includes Public Participation Panels in each of the region's ten counties including the City of Pittsburgh (see [Section 4.2.A](#)). The Panels reflect the region and its population to ensure broad participation and input throughout the planning process.

We use the Report on Environmental Justice to evaluate access to public participation opportunities. Our staff carefully analyzes the relationship between the region's populations and its regional investments, plans, and programs. We identify environmental justice communities and target outreach to these areas through geographic analysis. For example, we use geographic analysis of targeted outreach areas to be sure we hold public meetings at accessible locations within our communities. Additionally, we reach out to organizations that target these communities and distribute information to them.

3.2 Limited English Proficiency

"Limited English Proficient" or "LEP" individuals, include those who know a bit of English but need assistance, and those who don't speak English at all as their primary language. People who are multi-lingual, or those that speak one or more languages in addition to being proficient in English, are not LEP.

A. LEP Assessment

As a Metropolitan Planning Organization, SPC is committed to ensuring residents who use the southwest region's roadways can participate in SPC programs, obtain information, and engage our services.

As part of this effort we complete a "Limited English Proficiency Self-Assessment" or LEP Assessment, designed to balance four factors:

1. *Demography: number and/or proportion of LEP persons served and languages spoken in service area.*
2. *Frequency: rate of contact with service or program.*
3. *Importance: nature and importance of program/service/plan to people's lives.*
4. *Resources: available resources, including language assistance services. The number and/or proportion of LEP persons served and languages spoken in the service area.*

We reviewed [US Census Bureau 2018-2022 American Community Survey \(ACS\)](#) 5-year estimates. The top twelve LEP language of the SPC Region listed below.

Regional LEP Estimates:

- 8,351 Spanish
- 5,534 Chinese (incl. Mandarin, Cantonese)
- 4,260-Nepali, Marathi, or other Indic language
- 1,976-Italian
- 1,435-Vietnamese
- 1,359-Arabic
- 1,345-German
- 1,336-French (incl. Cajun)
- 1,330-Yiddish, Pennsylvania Dutch or other West Germanic languages
- 1,146-other languages of Asia
- 1,065-Russian
- 1,047 Korean LEP Persons



You can view a more detailed analysis showing LEP populations by county and municipality (search *Limited English Proficiency Report*) on our website spcregion.org, at our offices, or by calling (412) 391-5590.

B. Meaningful Access for LEP Persons

We provide LEP populations with meaningful access to key transportation planning decisions and opportunities to engage in the regional planning processes. We use one or more of the following tools to more effectively communicate with LEP individuals:

- Provide translated copies of materials in Spanish, Chinese, Italian, Other Indo-European Languages and others upon request at no charge.
- Work with a third party to provide interpretation and translation during public meetings upon request with 72 hours (3-days) advanced notice at no charge. If you request assistance with less than 72 hours' notice, we will attempt to resolve the request with the best available resources and accommodations.
- Send meeting announcements, press releases, and public notices to organizations that serve LEP and non-English-speaking persons (included for reference in [Appendix C](#) and on our website at spcregion.org).
- State in notices that we provide assistance related to sight, language, or hearing with 72 hours advanced notice for public involvement activities at no charge. (see [Section 4.1J](#)).
- State in all vital documents that translation is available in Spanish, Italian and Traditional Chinese. Translations are free of charge upon request. We contract with interpretation and translation providers for these services without cost to the requesting individual.
- We can satisfy most service requests within ten business days for translation services requested after a completed planning activity.

3.3 Americans with Disabilities Act (ADA)/ Section 504/508 Compliance

We select locations and provide meeting materials that do not limit or prohibit individuals from taking part in the process to provide a positive participation experience for all individuals.

A. Meaningful Access for Persons with Disabilities

[Section 504 of the Rehabilitation Act of 1973](#) states that no qualified handicapped person shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity that receive or benefits from federal financial assistance. Section 508 extends accessibility protections to information and communications technology. To comply with Section 504/508, we may use one or more of the following tools to reasonably accommodate people with disabilities:

- Use locations and times that maximize accessibility to transit and van service
- Use locations with the latest in mobility, perception, and access according to ADA standards
- Provide copies of materials in 14-point or larger type with advanced notice
- Provide Braille or raised-print notices and materials with advanced notice

- Provide sign language interpreters with advanced notice
- Record materials to audio/visual media upon request
- Verbalize information provided through visual presentations or written materials
- Structure seating to provide visibility for participants who lip-read upon request
- Mount microphones at wheelchair height upon request
- When possible provide hand-held microphones to participants
- When possible present meetings through video or teleconferencing to allow off-site participation
- Assess accessibility of information posted on SPC websites

For more information, please see SPC's Title VI Program.

3.4 Tribal Consultation

We consult tribes with ancestral homelands within our region regarding decisions that may affect tribal rights and interests regarding transportation planning. We are committed to government-to-government consultation with tribes on actions that affect identified tribal rights and issues. Consultation means respectfully and effectively communicating in a cooperative process before deciding or acting. Our goal is to achieve mutually beneficial priorities, programs, and interests.



We select locations and provide meeting materials that do not limit or prohibit individuals from taking part in the process.

This consultation may include one or more of the following:

- Inform Tribal Liaisons regarding transportation plan documents and updates
- Provide documentation, information, maps, and other visual aids to the Tribal Liaisons
- Accommodate requests for further detail or information in a reasonable and timely manner

You can find a complete list of Tribal Liaisons with interests in our region in [Appendix D](#) of this document.



3.5 Elderly, and Non-Car Households

We seek to attract new audiences to our meetings—especially non-car, disabled, and elderly populations. Common barriers to these communities are largely related to accessibility.

When we notify these communities about upcoming meetings, it may be difficult for them to attend due to time and transportation constraints. Many members of these communities do not have access to a car.

In addition, our elderly population is one of the largest concentrations in the United States. Therefore, outreach efforts to the elderly community are even more important.

We recognize these challenges and try to involve and inform members of a broad and diverse community with proactive outreach methods.

Our Public Involvement Coordinator:

- Actively seeks out community groups within communities
- Participates in their community meetings
- Helps to provide information and resources through in-person participation

Upon request, we provide reasonable accommodation regarding requests for documentation, maps, and resource materials for members of the public.



Upon request, we provide reasonable accommodation regarding requests for documentation, maps, and resource materials for members of the public.

Our CommuteInfo program can provide information on available public transportation resources. To find more information regarding public transportation options, please contact us at 1-888-819-6110 or visit commuteinfo.org.

3.6 Discrimination Complaints

Our Discrimination Complaint Procedures explains the process we use to investigate complaints, while treating all complainants and respondents fairly. This procedure applies to all external complaints relating to any program or activity administered by:

- SPC or our sub-recipients, consultants, and contractors **and**
- Filed under Title VI of the Civil Rights Act of 1964 (including its Disadvantaged Business Enterprise and Equal Employment Opportunity components), as well as other related laws that prohibit discrimination on the basis of race, color, disability, sex, age, low income, national origin.

Additional statutes include, but are not limited to, Section 504/508 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

These procedures are part of an administrative process that does not provide punitive damages or compensation for the Complainant. The law prohibits intimidation or retaliation of any kind.

Please see [Appendix E](#) for our Discrimination Complaint Procedures, including details on how and where to submit a complaint.



We seek to attract new audiences to our meetings—especially non-car, disabled, and elderly populations. These groups are considered “traditionally underserved.”



SECTION 4

HOW TO PARTICIPATE

We use a wide range of communication tools and engagement techniques to obtain meaningful participation.

[See tools and techniques >](#)

SECTION 4:

HOW TO PARTICIPATE

We use a wide range of communication tools and engagement techniques to obtain meaningful participation. Our Public Participation Plan outlines these tools and techniques and assists members of the public, stakeholders, and other interested parties to find the necessary information to participate in the planning process.

4.1 Information Sharing, Notifications and Requests

A. Public Involvement Coordinator

To better serve the needs of the regions communities and its corresponding stakeholders, we have a Public Involvement Coordinator on staff. The Public Involvement Coordinator:

- Communicates activities to parties interested in the transportation planning process
- Provides resources and educates the public in a specific and timely manner
- Acts as a contact for the public
- Responds to comments and inquiries regarding SPC's programs and policies
- Represents SPC at transportation-based activities in the community
- Looks for specific opportunities to engage a wide variety of individuals, groups, and interested parties, including the disabled, and elderly populations
- Coordinates and meets with Panelist
- Coordinates and facilitates Panel Orientations
- Coordinates, facilitates, presents at Public Participation Panel Meetings

B. Interested Parties

To create and implement transportation plans with long lasting benefits, we identify appropriate stakeholders. An interested party or stakeholder is any person or group affected by a transportation plan, program, or project. In accordance with the FAST ACT, interested parties will include "citizens, affected public agencies and staff, representatives of public transportation employees, providers of freight transportation services, private providers of transportation services, representatives of users of public transportation, representatives of bicycle and pedestrian walkways facilities, representatives of the disabled, and other interested parties. Citizens include the general public; environmental health, neighborhood, and civic organizations; and people with disabilities, and elderly.

If you are interested in being on a Panel, please contact your specific County Planning Department. Please see [Appendix B.](#)

C. SPC Website (spcregion.org)

We utilize our organization's website to regularly update the public with the latest information regarding our planning efforts and the status of specific plans and projects. You can view transportation plans, activities, and archives through our website in conjunction with additional resources.

D. Contact Lists

We maintain up-to-date contact information for individuals, stakeholders, the media, and interested organizations and groups. As new parties become involved in our planning and outreach efforts, we expand our lists. To collect this valuable information, we use the following techniques:

- Mail and email list registration at public meetings
- Mail and email list registration on website or via email
- Working with existing stakeholders and professional, civic and community organizations to suggest potential participants or encourage their members to participate

E. Speakers Network

SPC is available to provide speakers on the regional transportation planning process and transportation plans at the request of civic groups, professional organizations, neighborhood associations, and other groups. Our Speakers Network includes our staff, with assistance from PennDOT, regional transit agencies, member planning agencies, and bicycle/pedestrian and freight communities.

F. Communications Channels

Our communications department provides frequent updates to engage the public. We use multiple forms of media to increase public involvement and the following methods to provide information to those looking for it:

- **Create and maintain new forms of technology and media**

We use social media platforms such as [Facebook](#), [X](#), [Instagram](#), [LinkedIn](#) and [YouTube](#) to quickly and easily reach our community members. These methods enhance outreach and we update them as more members of the community access social media.

- **Produce and Distribute Brochures/Fact Sheets/Videos**

We use brochures, fact sheets and videos to inform interested parties about SPC and our planning process. You can access current materials at public meetings, by written request, or on our website. We provide special format versions upon request.

- **Conduct Surveys, Workshops, and Orientations, etc.**

We collect feedback directly from the public through surveys. We also obtain feedback on specific topics or transportation plans. We provide workshops.

For more information on SPC's programs, please see spcregion.org and for the most current and up-to-date information.

G. Regional Document Review Network

We provide local access to our documents and plans using the following methods:

- We maintain a Regional Document Review Network of libraries located throughout our 10-county region including the City of Pittsburgh. We provide notification on how to access materials for public review during our public comment periods. We maintain an up-to-date listing of recognized libraries in the SPC region using educationbug.org.
- We also provide notification to our county planning and development offices in each of our 10 counties, as well as the City of Pittsburgh. You can find a list of these locations in [Appendix B](#) of this document.
- We provide documents for public review online at our website (spcregion.org).

H. Community Demographics

SPC ensures regional communities are engaged in each step of the transportation planning process. This allows SPC and its planning partners to appropriately weigh the efforts of transportation plans and programs on the community members they serve.

Ensure that input from the public and relevant organizations is incorporated at each stage of the transportation planning process, from the assessment of regional needs to the production of the final plan report.

We identify opportunities and strategies that will provide regional communities greater access to the transportation planning process. Efforts to involve community members may include, but are not limited to the following:

- Identifying needs of each county
- Identifying organizations that work directly with communities where needed
- Posting notification of meetings, public hearings, and open houses in newspapers, on our website, in newsletters, through contact lists, and our partners' communication networks
- Publishing notification of meetings, public hearings, public comment periods, and open houses.
- Issuing guidance to our member governments and providing community demographics for use in ensuring public engagement.

These steps help to build relationships with key leaders and organizations. For more information, please see spcregion.org.

I. Provide Visual Tools

The world is an increasingly more visual place, especially in terms of education and information. We recognize this and adapt methods to help citizens understand different proposals, impacts, and possible outcomes related to regional transportation programs and plans. Visualization techniques used to illustrate these concepts may include:

- Static and interactive mapping with a variety of base layers (aerial, street map, topographic, etc.) to portray various transportation, demographic and socioeconomic information
- Photographs, sketches, artist renderings, images, diagrams, charts, and other graphics
- Scenario planning exercises
- Web broadcasts
- Interactive kiosks
- Interactive data visualization tools such as Tableau and ArcGIS Story Maps

Major Decisions include the adoption or major amendment of the Long-Range Transportation Plan (regional plan), Transportation Improvement Program (TIP), Air Quality Conformity Determination, or other significant transportation plan or program.

J. Publicize SPC Activities

We advertise our activities using various media and social outlets. These advertisements may include distributing press releases to the media, posting on social media, sending meeting invitations, and posting public involvement activities on our website. We develop appropriate strategies for the scope and timeframe of the specific project or plan.

Public Notice Policies

Reaching out to 2.6 million citizens in 10 counties, in a direct, yet cost-effective manner requires a multi-faceted approach. To ensure that the public has plenty of opportunity to participate in the regional planning process, we provide timely notification, complete information, and full public access to key decisions.

We publish formal public notices to announce the following types of events and participation opportunities:

- Our annual meeting schedule—advertised annually
- Special or rescheduled Commission meetings—advertised 24 hours in advance
- Formal Comment periods—advertised at least 30 days prior to the date the Commission schedules a formal act on any major decisions (see [Section 4.2C](#))
- Meetings related to Public Comment periods—advertised at least 7 days in advance (see [Section 4.2C](#))

We share the public notices for these events using the methods listed below:

- We use paid legal and/or display advertisements. We place one paid advertisement in a newspaper of general circulation and one in a newspaper with circulation targeting various communities (included for reference in [Appendix C](#) and on SPC's website at spcregion.org).
- We also distribute public notices to other media outlets or organizations that serve targeted outreach groups identified in [Appendix C](#) and on SPC's website at spcregion.org.
- We post the notice on the agency's website at spcregion.org.
- We post the notice at SPC's offices.

Public notices provide the following information (where applicable):

- Type or event or activity
- Subject of event or activity
- Date, time, and location of event or activity
- Start and end dates for public comment periods
- Contact information (Address, Telephone Number, email address and/or website)
- Brief summary of the proposed action, plan, program, or amendment
- How to access the draft plan or materials
- Instructions to provide formal public comments

- Offer to provide accommodations for people with disabilities, and accommodations related to sight, language or hearing at no charge upon request
- Statement that the public process satisfies the Program of Projects requirements of the Federal Transit Administration requirements for the transit agencies within the SPC region

K. Response to Special Requests

We periodically receive special requests to perform an analysis that isn't considered as part of the planning process, or other special data or information. We determine the reasonableness of each request by the preparation time, costs to respond, and the relevancy to the transportation planning process and the agency mission. Then we respond to all special requests on an individual basis.

Reasonableness (as used in this document) parameters will evolve around the preparation time and costs to respond, as well as the relevancy to the transportation planning process and the agency mission.

L. Right to Know Law Requests

The Pennsylvania [Right to Know Law](#), 65 P.S. §67.101 et seq. establishes the standards for the provision of access to public information held by Commonwealth, Local, Legislative, and Judicial agencies in Pennsylvania. Our Right to Know Law Policy sets forth the guidelines, process, and procedures with respect to requests made for access to our records. You can find the Right to Know Law Policy on the [SPC website](#) or by calling SPC at (412) 391-5590.

4.2 Public Engagement Opportunities

We encourage public participation through a meaningful engagement process. This process includes providing various ways to engage and communicate with the public during:

- Public Participation Panel Meetings
- Panel Orientations
- Planning Decision Points
- SPC Meetings and Public Meetings
- Commission Meetings
- Workshops/Wrap-up meetings

Traditionally, we have conducted these activities in-person; however, we use virtual/hybrid options to accommodate unforeseen health and safety issues (i.e., COVID-19 pandemic) and/or provide alternative options for participants. The following pages outline the methods we use to gather public input and how the public can take a more active role in transportation planning.

A. Public Participation Panels

Public Participation Panels are a key part of our outreach program. Each county in our region has a Panel with a minimum of 15 members. Together, the Panels include more than 300 members throughout Southwestern Pennsylvania. County Commissioners appoint Panel members, intended to reflect their area/county. We work in partnership with the Panels to provide the public with direct, ongoing access to the regional planning and decision-making processes.



Panel Roles

Panel members have multiple roles, including to:

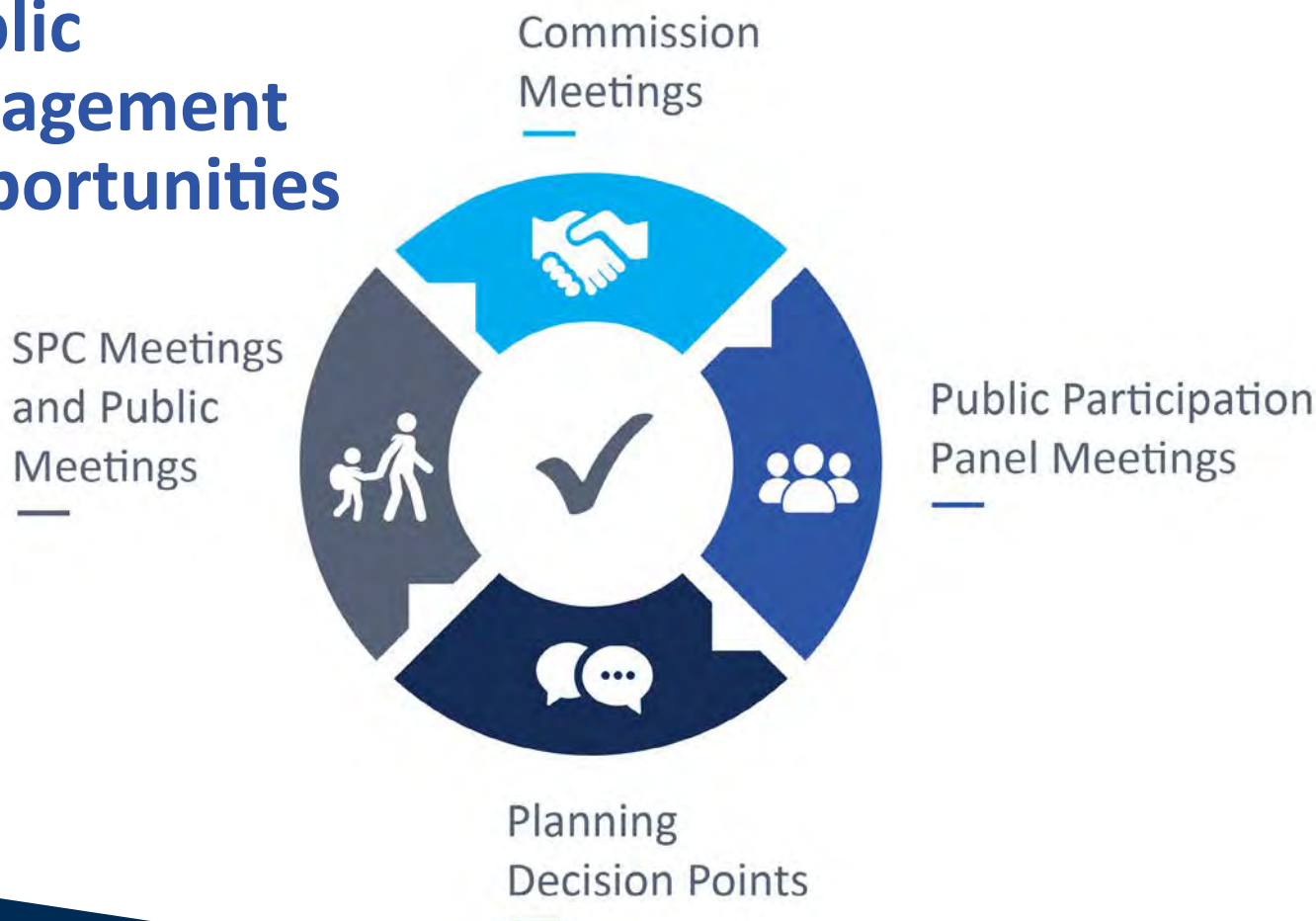
- Provide input on the regional transportation planning process and the Commission's major decisions
- Develop community contacts and partnerships
- Provide two-way information flow with the public
- Provide local perspectives on impacts of transportation issues affecting their communities
- Recommend venues and topics for public meetings
- Participating in Panel Orientation/Panel Pop-ups, engaging activities, discussion drop-ins, workshops, Wrap-up meetings, Public meetings etc.

The Panels also assist in the formal public review and comment periods on major transportation decisions. The Panel(s) most affected by the decision(s) may meet to discuss the decision or issue. They may hold in-person, virtual or hybrid community meetings for the general public to give broader public input to major decisions.

Unless there is an emergency requiring the Southwestern Pennsylvania Commission to act within a shorter period, we give the Panels a minimum of 30 days to review and comment on documents and/or information concerning major decisions. During the 30-day time-frame, the affected Panel(s) hold a public meeting to gather local input. Our staff, planning partners, and PennDOT are available as resources to assist the Panel members.

The [Public Participation Panel Guidebook](#) is available to all Panel members and outlines the roles and responsibilities of the Panels and Panels review this guide at Panel Orientations.

Public Engagement Opportunities



Public Participation Panel Meetings

Each county in our region has a Public Participation Panel with a minimum of 15 members appointed by County Commissioners. Panel meetings are held for them to provide input on transportation planning processes and major decisions.

Planning Decision Points

Before acting on major transportation planning decisions, SPC provides at least 30 days for public review and comment. Information on how to access documents is provided on our website and via our Document Review Network.

SPC Meetings and Public Meetings

Our regular SPC meetings and Public Meetings always include opportunities for public comment. You can find an online calendar of upcoming public meetings on our website: spcregion.org/events/.

Commission Meetings

We hold Commission Meeting every other month that are open to the public for comment. If a person is unable to comment during a scheduled meeting time, they can submit their comments in written, verbal, or electronic form.



Membership

Every two years, county commissioners (in Allegheny County, the County Executive and the Mayor of Pittsburgh) appoint Panel members using the general guidance for Panel composition stated below.

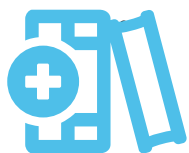
General guidance for Panel composition:

- Panel members represent the population and interests in each county. The appointing bodies consider the county's demographics when appointing members. These demographic profiles are available on SPC's website at spcregion.org or by calling 412-391-5590.
- Each Panel includes a minimum of fifteen members.
- Members serve two-year terms, corresponding with the TIP update cycle.

- Each county chooses to appoint either Co-Chairpersons or Chairpersons and Vice- Chairpersons, collectively called "Chairpersons". Each Panel will approve selections.
- Persons interested in serving on a Panel should contact their County Commissioners (in Allegheny County, the County Executive and the Mayor of Pittsburgh). For more information, please call our office at (412) 391-5590.

Chairpersons may maintain their Panel's organization, plan and run meetings, and address Panel member issues. They work with our staff to organize formal input and inform the Commission of the Panel's comments.

As needed, we hold regional workshops, orientations, discussions etc. for all Panel Chairpersons and panelist to discuss issues, educate members, encourage consistency, and continuously improve.



The Public Participation Panels Guidebook is available and distributed to Panel members.

Panel Meetings & format & Workshops

We ensure that Panel meetings comply with accessibility and notice standards as detailed in [Section 4.1J](#).

In addition to regular Panel meetings, we may hold information workshops to:

- Provide the Panel(s) with information regarding the transportation planning process
- Provide further information about a plan prior to a public meeting
- Discuss Panel(s) organization and direction of the Panel(s)

These forums or workshops are informal and allow the panel members to engage with subject matter in a relaxed format. These workshops and Panel meetings may be held virtually to provide additional opportunities for public participation.

Panel Work Groups

We may assemble topical work groups from among Panel members. These work groups may focus on specific transportation-related topics (i.e., bike/ped safety, transit or tourism) and include representatives from across the 10-county region including the City of Pittsburgh.

Panel Orientations

Panel Orientations are held with Panel members, discuss their roles, responsibilities and plan for upcoming Public Participation Panel meetings.

A Major Amendment is an amendment to a Long-range Transportation Plan or Transportation Improvement Program (TIP) that alters the intent of the plan.

B. Planning Decision Points

We value the effort of stakeholders and the public to participate in the regional planning process. We provide at least 30 days for public review and comment (45 days in the case of the Public Participation Plan) before acting on major decisions. The Public Participation Plan defines a major decision as the official adoption of:

- Regional Long Range Transportation Plan
- Transportation Improvement Program (TIP)
- Major Amendment to the regional plan or TIP
- Air Quality Conformity Determination
- Public Participation Plan

See page 29 for more details on our plans and processes.

C. Public Review and Comment Period Requirements

We follow the Public Notice Procedures described in [Section 4.1J](#) to inform the public and interested parties of public review and comment periods.

We provide notice at least 30 days before the scheduled Commission adoption of a major amendment to a regional long range transportation plan, Transportation Improvement Program (TIP), or Air Quality Conformity Determination. Similarly, we provide public notice at least 45 days prior to the scheduled Commission adoption of an updated Public Participation Plan.

We provide notification on how to access materials for public review during our public comment periods. We maintain an up-to-date listing of recognized libraries .

in the SPC region using educationbug.org. We also provide notification on how to access documents to our county planning and development offices in each of our 10 counties, as well as the City of Pittsburgh. You can find a list of these locations in [Appendix B](#) of this document. We also provide documents for public review online at our website (spcregion.org). Information on where and how to access public comment documents is in the Public Notices (see [Section 4.1J](#)).

We hold a minimum of one public meeting before the Commission acts on any major decision. This public meeting may be part of a regular Commission meeting or as a separate public meeting. We include the time and location of all public meetings on major decisions in the public notice.

D. Additional Public Review and Comment Periods

If the draft Regional Long Range Transportation Plan, Transportation Improvement Program (TIP), Air Quality Conformity Determination, or major amendment changes significantly during the initial public review and comment period, we hold an additional 30-day public review and comment period before the Commission acts.

If the draft Public Participation Plan changes significantly during the initial public review and comment period, we hold an additional 45-day public review and comment period before the Commission acts.

We conduct additional public review and comment periods with the same procedures for regular public comment periods listed in this section.

The Regional Long-Range Transportation Plan

The Regional Long-Range Transportation Plan (regional plan) is a long range (20+ years) strategy and capital improvement plan. It guides the investment of public funds in multimodal transportation facilities in the context of the regional vision, goals and strategies. The regional plan also helps develop the region's Transportation Improvement Program (TIP), a short-range capital improvement program for implementing the highest priority transportation projects over a four-year period. We update the regional plan, at a minimum, every four years with input from interested parties.



Our public participation process for the regional plan typically follows these steps:

***Step 1:** Public Participation Panels gather initial input (when update cycles correspond, this can occur with the TIP update).*

***Step 2:** We compile the initial input and use it to design the next phase of outreach and participation, such as workshops and other public meetings.*

***Step 3:** We use ongoing input to develop draft regional plan materials with help from interested parties.*

***Step 4:** We provide notification on how to access draft regional plan materials for review and comment by the public and interested parties. This process includes a 30-day public comment period on the draft regional plan materials, utilizing the procedures noted in [Section 4.2C](#).*

***Step 5:** We document all comments and the response to comments and then provide them to the Commission for review.*

***Step 6:** We revise draft documents, as needed, to reflect comments received from the public.*

***Step 7:** The Commission reviews and votes on the regional plan.*

***Step 8:** We develop a Public Participation Report to document all comments received, the responses to comments, and the public participation and outreach activities.*

***Step 9:** We will produce the adopted and approved regional plan document and make it available to the public.*

Throughout the process, long range plan materials will be available on our website, spcregion.org and at our offices. We will provide alternative formats of long range plan materials in additional languages

as requested, and in accordance with procedures for accommodating persons with disabilities (see [Section 3.2](#) and [3.3](#) for details). [Section 4.1J](#) describes public notices detailing how to access the materials and submit comments.

You can find the regional planning documents on our website at spcregion.org, at our offices, or by calling (412) 391-5590. We will provide hard copies upon request. We provide vital regional plan documents in languages other than English and in alternative formats upon request (see [Section 3.2](#)).



The Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) represents the first four years of the regional Long Range Transportation Plan (20+ year plan). The TIP identifies:

- The region's highest priority transportation projects, including roadway, bridge, transit, active transportation, freight and safety projects
- A four year program of implementation
- Available federal and non-federal funding for the identified projects

We update the TIP every two years through cooperation with local, state, and federal agencies; and input from the general public and interested parties.

The TIP will include project listings for the region's sponsors of Federal Transit Administration-funded projects, referred to as the Program of Projects. The participating agencies for which the MPO public participation process satisfies the Program of Projects requirements include: Beaver County Transit Authority, Butler Transit Authority, Fayette Area Coordinated Transit, IndiGO, Mid Mon Valley Transit Authority, New Castle Area Transit, Pittsburgh Regional Transit of Allegheny County, Town and Country Transit, Washington County Freedom Transit, Westmoreland County Transit Authority, Southwestern Pennsylvania Commission, and CommuteInfo, a program of SPC.

Throughout the process, TIP materials will be available on [our website](#) and at our offices. We will provide TIP materials in additional languages as requested and in accordance with procedures for persons with disabilities (see [Section 3.2](#) and [3.3](#) for details). [Section 4.1J](#) describes public notices detailing how to access the materials and submit comments.



Our public participation process for the TIP typically follows these steps:

***Step 1:** Public Participation Panels gather initial input (when update cycles correspond, this can occur with the regional plan update).*

***Step 2:** We use initial input to design the next phase of outreach and participation, such as workshops and other public meetings.*

***Step 3:** We use ongoing input to develop draft TIP materials with assistance from interested parties.*

***Step 4:** We draft TIP materials and we provide notification on how to access them for review and comment by the public and interested parties. This process will provide a 30-day public comment period on the draft TIP materials, utilizing the procedures noted in [Section 4.2C](#).*

***Step 5:** We document all comments and the responses to comments and then provide them to the Commission.*

***Step 6:** We revise draft documents, as needed, to reflect comments received from the public.*

***Step 7:** The Commission reviews and votes on the TIP.*

***Step 8:** We will develop a Public Participation Report to document all comments received, the responses to comments and public participation activities that occurred.*

***Step 9:** We will produce the approved TIP documents and companion documents (Air Quality Conformity Determination Report, and Public Participation Report) and make them available to the public.*

Major Amendments to the TIP or Regional Plan

Both the TIP and the regional plan are dynamic/living documents. After the Commission approves the documents, they may change due to budgeted changes in project scheduling and estimated costs. The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) will only authorize projects and approve grants for projects where the phase costs by year are in the current approved TIP. A major amendment is an amendment to the TIP or regional plan that alters the intent of the plan.

Our public participation process for Major Amendments typically follows these steps:

***Step 1:** We inform the public and interested parties of the public review and comment period. We follow the Public Notice procedures described in [Section 4.1C](#).*

***Step 2:** We draft the amendments and provide notification on how to access them for review and comment by the public, interested parties, and participating transit agencies listed under [Section 4.2D](#). We hold a 30-day public comment period on the Major Amendment, utilizing procedures noted in [Section 4.2.C](#).*

***Step 3:** We document all comments and the response to comments and then provide them to the Commission.*

***Step 4:** We revise draft documents, as needed, to reflect public comments received from the public.*

***Step 5:** The Commission votes on the Major Amendment.*

***Step 6:** After federal and state approval of the requested changes, we update the appropriate documents and make them available to the public.*

Air Quality Conformity Determination Report

The Air Quality Conformity Determination report is a companion document to the regional long range transportation plan and to the TIP. The Air Quality Conformity Determination report documents the process we use for making the transportation-related conformity determination for ozone, particulate matter and carbon monoxide. The Federal Clean Air Act requires the conformity determination. Our conformity finding is based upon criteria and procedures described in EPA's Transportation Conformity Rule (40 CFR Part 93) and satisfies all applicable conformity requirements.

Air Quality Conformity Determination is a review of transportation plans and programs to ensure that they comply with federal clean air requirements. (Changes to the transportation system collectively must not worsen air quality; in areas where air quality does not meet federal standards, transportation plans and programs need to improve the air quality.)

We develop the Air Quality Conformity Determination report as part of the regional plan or TIP update. [Section 4.2D](#) describes the public participation and public comment procedures for the regional plan or TIP. We also update the Air Quality Conformity Determination report as required by certain amendments to the TIP or regional plan. In that case we follow the public participation and public comment procedures for major amendments to the regional plan or TIP as described in [Section 4.2D](#).

The Public Participation Plan

We also make this document available for public comment before adoption by the Commission. We periodically update the Public Participation Plan when:

- We receive new official planning regulations and procedures
- After we review and evaluate the Public Participation Plan's effectiveness

This Public Participation Plan and subsequent amendments are effective immediately upon adoption by the Southwestern Pennsylvania Commission. This Public Participation Plan supersedes the previous Public Participation Plan (adopted June 2021).

Plan Process

You can find the [Public Participation Plan](#) (and [Public Participation Report](#)) on our website at spcregion.org, at our offices, or by calling (412) 391-5590. The Public Participation Plan is available upon request in languages other than English and in alternative formats (see [Section 3.2](#)).

Our public participation process for the Public Participation Plan typically follows these steps:

Step 1: *We revise the Public Participation Plan with help from interested parties, including the Public Participation Panels.*

Step 2: *We hold a 45-day public comment period on the draft Public Participation Plan. We use the procedures noted in [Section 4.2C](#).*

Step 3: *We document all comments and the response to comments and then provide them to the Commission.*

Step 4: *We revise draft documents, as needed, to reflect public comments received.*

Step 5: *The Commission votes on the draft Public Participation Plan.*

Step 6: *We develop a Public Participation Report to document all comments received, the response to comments, and the public participation and outreach activities.*

Consultation in Developing the Public Participation Plan

In 2007, we developed the first Public Participation Plan with help from a wide range of interested parties. We developed the first draft to begin the dialog, using guidance from the SAFETEA-LU legislation and training sponsored by the National Transit Institute (NTI).

The Public Participation Plan is a dynamic/living document, and periodic updates ensure that the Plan reflects current conditions and practices. The interested parties listed in [Section 2.2](#) were consulted during subsequent updates in 2011, 2012, 2015, 2021 and 2025. We used feedback and suggestions from these interested parties to update the final draft Public Participation Plan. Then we presented it for formal public review and comment as described above.



SPC Transportation Plans and Processes

	Transportation Improvement Project (TIP)	Long Range Transportation Plan (LRTP)	Air Quality Conformity Determination Report	Public Participation Plan (PPP)
Timeframe	4 years	20+ years	4 year	
Goals	<p>Identify the region's highest priority transportation projects</p> <p>Develop a multi-year implementation program</p> <p>Identify available federal and non-federal funding for the identified projects</p>	<p>Guide the investment of public funds in multimodal transportation facilities</p> <p>Provide the context for the region's TIP</p>	<p>Ensure all transportation projects and programs are consistent with air quality goals set by the EPA</p> <p>Confirm consistent goals in the TIP and LRTP for ozone, particulate matter, and carbon monoxide</p>	<p>Describe objectives, strategies, and tools to engage the public and encourage participation in the development of transportation plans and programs</p>
Update Frequency	2 years	4 years	2 years	5 years or as needed
Typical Public Participation Opportunities	<p>-Public meeting</p> <p>-Public workshops</p> <p>-Survey</p> <p>-30-day public comment period on draft document</p> <ul style="list-style-type: none"> • Online • Local government offices • Libraries 	<p>-Public meeting</p> <p>-Public workshops</p> <p>-Survey</p> <p>-30-day public comment period on draft document</p> <ul style="list-style-type: none"> • Online • Local government offices • Libraries 	<p>-Public meeting</p> <p>-Public workshops</p> <p>-Survey</p> <p>-30-day public comment period on draft document</p> <ul style="list-style-type: none"> • Online • Local government offices • Libraries 	<p>-Public meeting</p> <p>-Public workshops</p> <p>-Survey</p> <p>-45-day public comment period on draft document</p> <ul style="list-style-type: none"> • Online • Local government offices • Libraries
Opportunities are Shared through Public Notices	<ul style="list-style-type: none"> • Newspaper • SPC website • Press release • Partner agencies • SPC offices 	<ul style="list-style-type: none"> • Newspaper • SPC website • Press release • Partner agencies • SPC offices 	<ul style="list-style-type: none"> • Newspaper • SPC website • Press release • Partner agencies • SPC offices 	<ul style="list-style-type: none"> • Newspaper • SPC website • Press release • Partner agencies • SPC offices
Public Participation Panels are involved in every update.				

SPC Meetings and Public Meetings

Our SPC meetings and public meetings include opportunities for public comment. You can find an online calendar of upcoming public meetings on our website: (spcregion.org/events/). We document all public comments and they become a part of the meeting minutes. If the public is unable to comment during a meeting time, they may submit comments in written, verbal, or electronic form.

Commission Meetings

We hold Commission meetings periodically which are open to the public. People or parties who want to speak at a Commission meeting will be asked to sign in at in-person meetings or identify themselves in a virtual/hybrid meeting. If a person is unable to comment during a scheduled meeting time, they can submit their comments in written, verbal, or electronic form.

Our staff members are available to answer questions regarding directions or special requests in a reasonable manner.

When it is time for public comment, we:

- Call speakers in the order they signed in (if applicable)
- Ask speakers to keep their comments to three (3) minutes, unless otherwise specified
- Encourage speakers or presenters to provide visual aids or handouts for the attendees

The speaker is responsible for copying handouts for distribution. Speakers should not duplicate the comments of others preceding them.

We post Commission meeting minutes or summaries, including public comments, on our website at spcregion.org. You can also review them at our offices or call (412) 391-5590 for more information.

E. Partner Agencies and Community Liaisons

We collaborate with partner agencies and civic and community organizations that have long-standing relationships with the public. They are aware of the various concerns expressed by the communities they represent. We use their resources to raise awareness of our events and programs to increase our levels of public participation.

Our staff regularly presents information to interested civic and community organizations about our activities, the transportation planning process in general, and specific transportation projects.

F. Project-Specific Outreach

Our projects or studies can include complex issues that may require targeted public outreach efforts. When necessary, we will develop outreach and educational programs to inform various parties of project details and gather public feedback.

G. Virtual Options

Virtual and hybrid meetings along with online public participation opportunities have become commonplace. SPC will utilize this technology to increase participation in public meetings by offering virtual and hybrid opportunities, or in combination with in-person events. Providing virtual platforms for public participation can help remove accessibility barriers for persons with disabilities and potential other groups.



4.3 Providing Public Comment

A. Written Comments

We accept written comments on transportation plans, programs, and actions at any time via letter, fax, or email to the address below:

Comments

Southwestern Pennsylvania Commission

42 21st street, Suite 101

Pittsburgh, PA 15222

Call: 412-391-5590

Email: Comments@spcregion.org

We consider written comments in the same manner as testimony presented orally at scheduled public meetings. We forward summaries of written testimony to the SPC Commissioners for their review.

B. Oral Testimony or Verbal Comments

We provide multiple opportunities for oral testimony or verbal comments, as outlined more fully in [Section 4.2](#) of this document.

- We accept public comments at SPC Commission meetings. We incorporate a summary of the comments received into the formal meeting minutes.
- Periodically, we hold formal public meetings for specific projects, programs, or plans. Each meeting includes an opportunity for verbal public testimony or comments.

We request that individuals wishing to comment in person about a specific project, submit a written comment at the time of the meeting. You can find electronic comment forms on our website at spcregion.org. The public may bring additional presentation materials beyond the project abstract. We include supplemental presentation material in the public record.

Our staff is available at each meeting to assist those who want to deliver comments. If you need an accommodation due to a disability, or have questions pertaining to these guidelines or format of the public meetings, please contact our Public Involvement Coordinator at (412) 391-5590.



SECTION 5

EVALUATING OUR STRATEGIES

We continually monitor the public engagement process to sustain best practices in public participation.

[See how >](#)

SECTION 5:

EVALUATING OUR STRATEGIES



We continually monitor the public engagement process to sustain best practices in public participation. Our evaluation process includes the following:

- An outline for evaluating and improving this document and the strategies that guide how we engage the public.
- Public Participation Panels: We periodically ask the chairpersons to participate in focus groups. During focus groups they discuss the effectiveness of the Panels, ways to engage members and encourage participation, and suggestions for improving the Panels. We collect input from the Panels related to other plans, projects or studies through meetings, workshops or surveys as needed.
- Public meetings: The public can provide feedback on the effectiveness of our communication and meeting format during special workshops and meetings.
- The Commission reviews comments after a 45-day public comment period for the update of the Public Participation Plan. Then they recommend changes to the Public Participation Plan and our public engagement processes.



In addition to the above evaluation, we implement the following actions to improve our public engagement processes:

- Identify and consult with interested parties
- Seek out regional organizations and resources
- Review ADA accessibility features of websites/meeting locations
- Develop various forms of education media for all interested audiences
- Evaluate the effectiveness of the Public Participation Plan
- Promote Public Participation Panel appointment opportunities to the general public and interested parties
- Seek new ways to engage the Public Participation Panels and general public, including social media, virtual and hybrid meetings, engaging activities and other online tools





APPENDICES

A person in a suit is looking at a map. The map is overlaid with a blue semi-transparent layer. The text 'APPENDIX A Definitions' is written in white on the blue layer. The background is a blurred image of a person in a suit looking at a map.

APPENDIX A

Definitions

Definitions

- A. **Air Quality Conformity Determination:** Review of transportation plans and programs to ensure that they comply with federal clean air requirements. (Changes to the transportation system collectively must not worsen air quality; in areas where air quality does not meet federal standards, transportation plans and programs need to improve the air quality.)
- B. **Transportation Improvement Program (TIP):** A staged, four-year, fiscally-constrained, intermodal program of transportation projects that is consistent with the long-range transportation plan. The TIP includes a prioritized program of projects and its financing plan based on estimated funding available. The TIP is the first stage of the regional Long Range Transportation Plan and is updated every two years.
- C. **Long Range Transportation Plan:** A transportation plan addressing at least a twenty-year planning horizon, including both long-range and short-range strategies/actions of an integrated, intermodal transportation system that facilitates the efficient movement of people and goods and meets Federal requirements ([23 C.F.R. § 450.322](#)).
- D. **Major Amendment:** An amendment to a Long Range Transportation Plan (regional plan) or Transportation Improvement Program (TIP) that alters the intent of the plan.
- E. **Major Decision:** The adoption or major amendment of the Long Range Transportation Plan (regional plan), Transportation Improvement Program (TIP), Air Quality Conformity Determination, or other significant transportation plan or program.
- F. **Minor TIP or Long Range Transportation Plan Amendment:** Correction of clerical errors; changes that are air quality neutral (projects and project types which are not required to be included in regional air quality conformity assessments for transportation plans and programs as listed in Sections 126 and 127 of EPA's Transportation Conformity Rule, 40 C.F.R. § 93).
- G. **Reasonableness:** In order to assist public involvement while also using limited staff resources efficiently, we make information available to interested parties on a regular basis through the various processes and activities outlined in this Public Participation Plan. When we receive special requests for an analysis that is not part of the planning process, or other special data or information, we will determine the reasonableness of the request. Parameters for determining reasonableness (as used in this document) will evolve around the preparation time and costs to respond, as well as the relevancy to the transportation planning process and the agency mission. We determine reasonableness of and respond to all special requests on an individual basis.
- H. **Interested Parties:** (as defined in 23 C.F.R. §450.316) Citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties.

I. The Public: All individuals or groups in the SPC region. This includes individuals, affected public agencies, representatives of transportation agency employees, public and private providers of transportation, persons with disabilities, and Environmental Justice populations, including low income and minority populations.

J. Public Participation Panel Meetings: a public meeting focuses on the Long-Range Plan (LRP) or the Transportation Improvement Program(TIP). As the federally designated Metropolitan Planning Organization(MPO), we are required by the state and federal government to host public meetings and a 30 day public comment period or 45 day public comment period for the Public Participation Plan, in an effort to solicit feedback on the TIP and LRP. At Public meetings, our staff members(SPC), PennDOT officials, and County Officials are there and available to answer questions. In terms of format for the meetings, our staff members will give a brief presentation on the transportation projects, and the meeting opens up for Q&A. The meetings are open to the public and we encourage people to invite others, such as local stakeholders, community groups, and other individuals with their counties.

K. Southwestern Pennsylvania Commission(SPC): SPC is comprised of both a 60+ member governing body (The Commission), as well as a 50+ member administrative arm (The Corporation) all working together on the goals of transportation, planning and development and Information Systems in the Southwestern Pennsylvania region. We are the cooperative forum for regional collaboration, planning, and public decision-making. We operate with public involvement and trust. We develop plans and programs for public investments, as well as fulfill federal and state requirements for transportation, economic development, and local government assistance program.

L. Metropolitan Planning Organization (MPO): MPO's is the policy board of an organization created and designated to carry out the metropolitan transportation planning process. MPO's are required to represent localities in all urbanized areas (UZA's) with population over 50,000, as determined by the U.S. Census.

A person in a suit is looking at a document. The document has a blue overlay. The text 'APPENDIX B' is visible in the top right corner of the document.

APPENDIX B

Document Review Network

DOCUMENT REVIEW NETWORK

County Planning Offices

[Allegheny County Department of Economic Development](#)

436 Seventh Avenue, Suite 500
Pittsburgh, PA 15219
Phone: 42-350-1000
Email: acic@alleghenycounty.us

[Armstrong County Department of Planning and Development](#)

402 Market Street
Kittanning, PA 16201
Phone: 724-548-3223
Email: planning@co.armstrong.pa.us

[Butler County Planning Commission](#)

1241 West Diamond Street
P. O. Box 1208
Butler, PA 16003-1208
Phone: 724-284-0364
Email: MGordon@co.butler.pa.us

[Beaver County Planning Commission](#)

810 Third Street
Beaver, PA 15009
Phone: 724-770-4421
Email: ddistler@beavercountypa.gov

[Fayette County Office of Planning and Zoning](#)

61 East Main Street, 3rd Floor
Uniontown, PA 15401
Phone: 724-430-1211
Email: srosiek@fayettepa.org

[Greene County Department of Planning & Community Development](#)

93 E. High Street, 2nd Floor Waynesburg, PA 15370
Phone: 724-852-5300
Email: klamb@co.greene.pa.us

[Indiana County Office of Planning and Development](#)

801 Water Street
Indiana, PA 15701-1705
Phone: 724-465-3870
Email: jkrug@ceo.co.indiana.pa.us

[Lawrence County Planning Department](#)

430 Court Street
Lawrence County Government Center
New Castle, PA 16101
Phone: 724- 656-2144
Email: amckinney@co.lawrence.pa.us

[Pittsburgh Department of City Planning](#)

200 Ross Street, 4th Floor
Pittsburgh, PA 15219
Phone: 412-255-2200
Email: planningcommission@pittsburghpa.gov

[Washington County Planning Commission](#)

Washington County Courthouse, Suite 701
100 West Beau Street, Suite 701
Washington, PA 15301
Phone: 724-228-6811
Email: becky.butler@co.washington.pa.us

[Westmoreland County Planning Department](#)

Fifth Floor, Suites 510 and 520
40 North Pennsylvania Avenue Greensburg, PA 15601
Phone: (724) 830-3600
Email: JSpano@westmorelandcountypa.gov

Public Libraries

[Adams Memorial Library](#)

1112 Ligonier Street
Latrobe, PA 15650
Phone: 724-539-1972
Email: library@adamslib.org

[Andrew Carnegie Free Library](#)

300 Beechwood Avenue
Carnegie, PA 15106
Phone: 412-276-3456
Email: byerlyk@einetwork.net

[Apollo Memorial Library](#)

219 North Pennsylvania Avenue
Apollo, PA 15613
Phone: 724-478-4214
Email: apollo@armstronglibraries.org

[Belle Vernon Public Library](#)

505 Speer Street
Belle Vernon, PA 15012
Phone: 724-929-6642
Email: bvlibrary@comcast.net

[Bethel Park Public Library](#)

5100 West Liberty Avenue
Bethel Park, PA 15102
Phone: 412-835-2207
Email: bethelpark@einetwork.net

[B. F. Jones Memorial Library](#)

663 Franklin Avenue
Aliquippa, PA 15001
Phone: 724-375-2900
Email: info@bfjoneslibrary.org

[Blairsville Free Library](#)

113 North Walnut Street
Blairsville, PA 15717
Phone: 724-459-6077

[Brownsville Free Library](#)

100 Seneca Street
Brownsville, PA 15417
Phone: 724-785-7272
Email: brpublib@gmail.com

[Burgettstown Community Library](#)

2 Kerr Street
Burgettstown, PA 15021
Phone: 724) 947-9780
Email: librarian@burglibrary.org

[Butler Area Public Library](#)

218 North McKean Street
Butler, PA 16001
Phone: (724) 287-1715
Email: baplreference@bcfls.org

[Carnegie Free Library of Beaver Falls](#)

1301 Seventh Avenue
Beaver Falls, PA 15010
Phone: 724-846-4340
Email: rcrisci@beaverlibraries.org

[Carnegie Free Library of Connellsville](#)

299 South Pittsburgh Street
Connellsville, PA 15425
Phone: 724-628-1380
Email: cargnegie@carnegiefreelib.org

[Carnegie Free Library of Swissvale](#)

1800 Monongahela Ave
Pittsburgh, PA 15218
Phone: 412-731-2300
Email:
carnegiefreelibraryofswissvale@gmail.com

[Carnegie Library of Homestead](#)

510 E. 10th Avenue
Munhall, PA 15120
Phone: 412-462-3444
Email: clyons@carnegieofhomestead.org

[Carnegie Library of Pittsburgh - Allegheny](#)

1230 Federal Street
Pittsburgh, PA 15212
Phone: 412-237-1890

[Carnegie Library of Pittsburgh - Beechview](#)

1910 Broadway Avenue
Pittsburgh, PA 15216
Phone: 412-563-2900

[Carnegie Library of Pittsburgh - Brookline](#)

708 Brookline Boulevard
Pittsburgh, PA 15226
Phone: 412-561-1003

[Carnegie Library of Pittsburgh - Carrick](#)

1811 Brownsville Road
Pittsburgh, PA 15210
Phone: 412-882-3897

[Carnegie Library of Pittsburgh - Downtown](#)

612 Smithfield Street
Pittsburgh, PA 15222
Phone: 412.622.3114

[Carnegie Library of Pittsburgh - East Liberty](#)

130 S. Whitfield Street
Pittsburgh, PA 15206
Phone: 412-363-8232

[Carnegie Library of Pittsburgh - Hazelwood](#)

5006 Second Avenue
Pittsburgh, PA 15207
Phone: 412-421-2517

[Carnegie Library of Pittsburgh - Hill District](#)

2177 Centre Avenue
Pittsburgh, PA 15219
Phone: 412-281-3753

[Carnegie Library of Pittsburgh - Homewood](#)

7101 Hamilton Avenue
Pittsburgh, PA 15208
Phone: 412-731-3080

[Carnegie Library of Pittsburgh - Knoxville](#)

400 Brownsville Road
Pittsburgh, PA 15210
Phone: 412-381-6543

[Carnegie Library of Pittsburgh -
Lawrenceville](#)

279 Fisk Street
Pittsburgh, PA 15201
Phone: 412-682-3668

[Carnegie Library of Pittsburgh - Library for
the Blind and Physically Handicapped](#)

4724 Baum Blvd.
Pittsburgh, PA 15213
Phone: 412-687-2440 or 800-242-0586

[Carnegie Library of Pittsburgh - Mt.
Washington](#)

315 Grandview Avenue
Pittsburgh, PA 15211
Phone: 412-381-3380

[Carnegie Library of Pittsburgh - Oakland
\(Main\)](#)

4400 Forbes Avenue
Pittsburgh, PA 15213
Phone: 412.622.3114

[Carnegie Library of Pittsburgh - Sheraden](#)

720 Sherwood Avenue
Pittsburgh, PA 15204
Phone: 412.331.1135

[Carnegie Library of Pittsburgh - South Side](#)

2205 East Carson Street
Pittsburgh, PA 15203
Phone: 412-431-0505

[Carnegie Library of Pittsburgh - Squirrel Hill](#)

5801 Forbes Avenue
Pittsburgh, PA 15217
Phone: 412-422-9650

[Carnegie Library of Pittsburgh - West End](#)

47 Wabash Street
Pittsburgh, PA 15220
Phone: 412-921-1717

[Carnegie Library of Pittsburgh - Woods Run](#)

1201 Woods Run Avenue
Pittsburgh, PA 15212
Phone: 412.761.3730

[Chartiers-Houston Community Library](#)

730 West Grant Street
Houston, PA 15342
Phone: 724-745-4300
Email: chclbusiness@gmail.com

[Citizens Library](#)

55 South College Street
Washington, PA 15301
Phone: 724-222-2400
Email: citlib@citlib.org

[Community Library of Allegheny Valley](#)

1522 Broadview Boulevard
Natrona Heights, PA 15065
Phone: 724-226-3491
Email: clavlibraryharrison@gmail.com

[Cranberry Public Library](#)

2525 Rochester Road, Suite 300
Cranberry Twp., PA 16066
Phone: 724-776-9100
Email: cranberry@bcfls.org

[Ellwood City Public Library](#)

415 Lawrence Avenue
Ellwood, PA 16117
Phone: 724-758-6458
Email:
ellwood_library@lawrencecountylibrary.org

[Eva K. Bowlby Memorial Library](#)

311 North West Street
Waynesburg, PA 15370
Phone: 724-627-9776
Email: waggin.org/email-us

[Flenniken Memorial Library](#)

102 East George Street
Carmichaels, PA 15320
Phone: 724-966-5263
Email: director@flenniken.org

[Ford City Public Library](#)

1136 4th Ave
Ford City, PA 16226
Phone: 724-763-3591
Email: fordcity@armstronglibraries.org

[Frank Sarris Public Library](#)

35 North Jefferson Avenue
Canonsburg, PA 15317
Phone: 724-745-1308
Email: info@franksarrislibrary.org

[Freeport Area Library Association](#)

428 Market Street
Freeport, PA 16229
Phone: 724-295-3616
Email: fala@salsgiver.com

[Indiana Free Library](#)

845 Philadelphia Street
Indiana, PA 15701
Phone: 724-465-8841
Email: indianfreelibrary.org

[Indiana University of
Pennsylvania Stapleton Library](#)

431 South Eleventh Street
Indiana, PA 15705
Phone: 724-357-2330
Email: erik.nordberg@iup.edu

[Jefferson Library](#)

925 Old Clairton Road
Jefferson Hills, PA 15025-3158
Phone: 412-655-7741
Email:
jeffersonhills@jeffersonhillslibrary.org

[Kittanning Free Library](#)

280 North Jefferson Street
Kittanning, PA 16201
Phone: 724-543-1383
Email: dpatterson@armstronglibraries.org

[Laughlin Memorial FreeLibrary](#)

99 Eleventh Street
Ambridge, PA 15003
Phone: 724-266-3857
Email: jmulcahy@beaverlibraries.org

[Leechburg Public Library](#)

139 Market Street
Leechburg, PA 15656
Phone: 724-236-0080
Email: leechburgpubliclibrary@yahoo.com

[Mars Area Public Library](#)

107 Grand Avenue
Box 415
Mars, PA 16046
Phone: 724-625-9048
Email: jcallihan@bcfls.org

[Monongahela Area Library](#)

813 West Main Street Monongahela, PA
15063
Phone: 724-258-5409
Email: monongahelalib@gmail.com

[Monaca Public Library](#)

998 Indiana Avenue, 2ndFloor Monaca, PA
15061
Phone: 724-775-9608
Email: psmith@beaverlibraries.org

[Moon Township Public Library](#)

1700 Beaver Grade Road, #100
Coraopolis, PA 15108
Phone: 412-269-0334
Email: panellah@einetnetwork.net

[Monessen Public Library](#)

326 Donner Avenue
Monessen, PA 15062
Phone: 724-684-4750
Email: Monessen.Public.Library@gmail.com

[Monroeville Public Library](#)

4000 Gateway Campus Blvd.
Monroeville, PA 15146
Phone: 412-372-0500
Email: henlinen@einetnetwork.net

[Mount Lebanon Public Library](#)

16 Castle Shannon Boulevard
Pittsburgh, PA 15228
Phone: 412-531-1912
Email: mtlebanonlibrary.org

[Murrysville Community Library](#)

4130 Sardis Road
Murrysville, PA 15668
Phone: 724-327-1102
Email: murrysville@wlnonline.org

[New Castle Public Library](#)

207 E. North Street
New Castle, PA 16101
Phone: 724-658-6659
Email: reference@ncdlc.org

[Northland Public Library](#)

300 Cumberland Road Pittsburgh, PA
15237
Phone: 412-366-8100
Email: northland@einetnetwork.net

[Norwin Public Library](#)

100 Caruthers Lane
Irwin, PA 15642
Phone: 724-863-4700
Email: info@norwinpubliclibrary.net

[Penn Hills Library](#)

1037 Stotler Road
Pittsburgh, PA 15235
Phone: 412-795-3507
Email: phlibrary@einetnetwork.net

[People's Library](#)

3052 Wachter Ave
New Kensington, PA 15068
Phone: 724-339-1565

[Peters Township Library](#)

616 East McMurray Road
McMurray, PA 15317-3420 Phone:
724-941-9430 Email:
ptlib@ptlibrary.org

[Rostraver Public Library](#)

700 Plaza Drive
Belle Vernon, PA 15012 Phone:
724-379-5511
Email: rostraver@wlnonline.org

[Saltsburg Free Public Library](#)

417 Walnut Street
Saltsburg, PA 15681
Phone: 724-702-0261
Email: saltsburgfreelibrary@gmail.com

[Scottdale Public Library](#)

106 Spring Street
Scottdale, PA 15683
Phone: 724-887-6140
Email: scottdalepubliclibrary@gmail.com

[Shaler North Hills Library](#)

1822 Mount Royal Boulevard
Glenshaw, PA 15116
Phone: 412-486-0211
Email: shaler@einetnetwork.net

[Uniontown Public Library](#)

24 Jefferson Street
Uniontown, PA 15401
Phone: 724-437-1165
Email: upl@uniontownlib.org

[Worthington West Franklin Community Library](#)

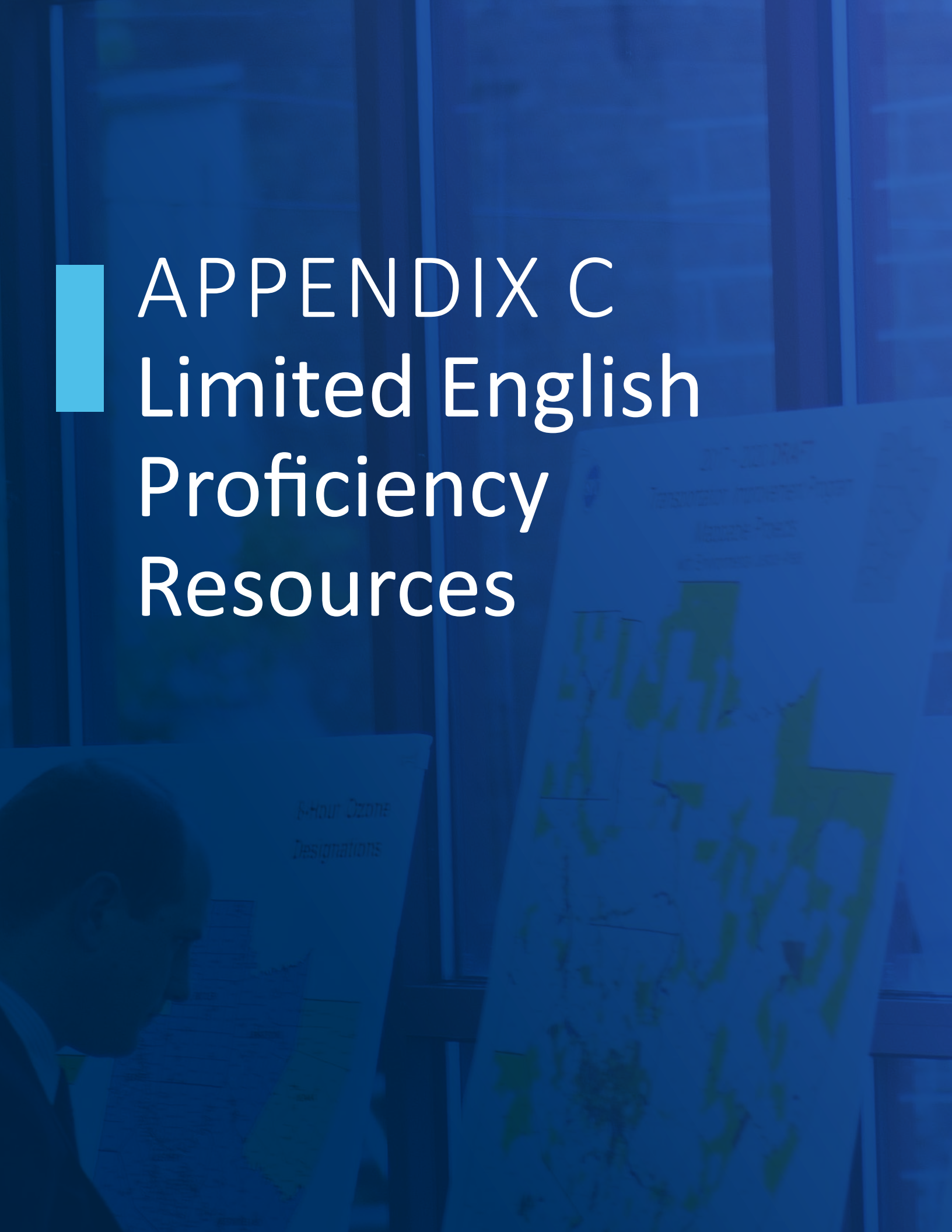
214 East Main Street, Suite 1
Worthington, Pa. 16262
Phone: 724-297-3762
Email: wwlibrary@comcast.net

[Western Allegheny Community Library](#)

181 Bateman Road
Oakdale, PA 15071
Phone: 724-695-8150
Email: westallegheny@einetnetwork.net

[Zelienople Public Library](#)

227 South High Street Zelienople, PA
16063 Phone: 724-452-9330 Email:
zelienople@bcfls.org



APPENDIX C

Limited English Proficiency Resources

LIMITED ENGLISH PROFICIENCY RESOURCES

Bhutanese Community Association of Pittsburgh (BCAP)

3000 Brownsville Road
Pittsburgh, PA 15227
Website: www.bcap.us
Email: contact@bcap.us
Phone: 412-668-3197

Casa San Jose

(Beechview)
2116 Broadway Avenue
Pittsburgh, PA 15216
Website: casasanjose.org
Email: info@casasanjose.org
Phone: 412-343-3111

(East Liberty)
116 South Highland Avenue
15206 Pittsburgh, PA 15206
Website: casasanjose.org
Email: info@casasanjose.org
Phone: 412-339-6666

(Ambridge)
725 Glenwood Avenue
Ambridge, PA 15003
Website: casasanjose.org
Email: milena@casasanjose.org
Phone: 412-330-9096

COESA: Brazilian Association in Pittsburgh

1555 Broadway Avenue
Pittsburgh, PA 15216
Website: coesabrazil.org
Email: contact@coesabrazil.org
Phone: 412- 420-0742

Familia & Comunidad Westmoreland

Greensburg, PA
Website: famycom.org
Email: info@famycom.org
Phone: 724-672-3783

French Cultural Center

719 Melbourne St
Pittsburgh, PA 15217
Website: <https://frenchpittsburgh.org/>

Global Switchboard

305 34th Street
Pittsburgh, PA 15201
Website: theglobalswitchboard.org
Email: admin@theglobalswitchboard.org
Phone: 412-471-7852

Istituto Mondo Italiano

7604 Charleston Avenue
Pittsburgh, PA 15218
Website:
www.istitutomondoitaliano.org/
Phone: 412-478-2681

Language Line Services

Over-The-Phone Language Interpretation
1 Lower Ragsdale Drive, Building 2
Monterey, CA 93940
Website: www.language.com
Email:
CustomerCare@LanguageLine.com
Phone: 800-752-6096

Latino Community Center

5750 Baum Blvd
Pittsburgh, PA 15206
Website: www.latinocommunitycenter.org
Email: info@latinocommunitycenter.org
Phone: 412-335-7446

Latin American Cultural Union

1555 Broadway Avenue, 2nd Floor
Pittsburgh, PA 15216
Website: www.lacunet.org
Email: malvarado@nalac.org
Phone: 412-345-1047

La Mega Media

6401 Penn Avenue, Suite 300
Pittsburgh, PA 15206
Website: www.lamegamedia.com
Phone: 412-999-0808

Pittsburgh Metro Area Hispanic Chamber of Commerce

1555 Broadway Avenue, Second Floor
Pittsburgh, PA 15219
Website: www.pmahcc.org
Email: chamber@pmahcc.org
Phone: 412-533-9300

Somali Bantu Community Association of Pittsburgh

305 34th Street
Pittsburgh, PA 15201
Website:
www.unitedsomalibantu.org/
Email:
hassan@usbpittsburgh.onmicrosoft.com
Phone: 412-519-5339

WEDO 810 AM

1985 Lincoln Way
White Oak, PA 15131-2415 Website:
<https://bciradio.net/wedo/index.html>
Email: Faywestmorelandradio@gmail.com
Phone: 412-824-8100

WRCT 88.3 FM (Barrio Latino on the Air)

1 WRCT Plaza
5000 Forbes Avenue
Pittsburgh, PA 15213
Website: www.wrct.org
Email: info@wrct.org
Phone: 412-621-0728

YWCA Butler

339 N Washington Street
Butler, PA 16001
Website: www.bcfymca.org/
Phone: 724-287-4733

YWCA Greater Pittsburgh

2313 E Carson St 2nd Floor
Pittsburgh, PA 15222
Website: www.ywcaphgh.org
Email: spaulo@ywcaphgh.org
Phone: 412-391-5100

YWCA Westmoreland County

424 North Main Street
Greensburg, PA 15601
Website: www.ywcawestmoreland.org
Email: info@ywcawestmoreland.org
Phone: 724-834-4339

A person in a suit is looking at a map. The map is overlaid with a blue semi-transparent layer. The text 'APPENDIX D Tribal Liaisons' is written in white on the blue overlay. A small blue square is to the left of the text.

APPENDIX D

Tribal Liaisons

**Absentee-Shawnee Tribe of Indians
of Oklahoma**

2025 S. Gordon Cooper Drive
Shawnee, OK 74801
Phone: (405) 275-4030 ext. 6308
Email: media@astribe.com

Cayuga Nation

P.O. Box 803
Seneca Falls, NY 13148
Phone: (315) 568-0750
Email: patti.lavell@gocayuga.com

Delaware Nation, Oklahoma

P.O. Box 825
31064 State Highway 281, Bldg 100
Anadarko, OK 73005
Phone: (405) 247-2448
Email: prit@delawarenation-nsn.gov

Delaware Tribe of Indians

5100 Tuxedo Blvd
Bartlesville, OK 74006
Phone: 918-337-6590
Email: tribe@delawaretribe.org

Delaware Tribe of Indians (cont.)

126 University Circle
Stroud Hall, Rm 437
East Stroudsburg, PA 18301 Phone:
570-422-3539
Email: helpdesk@live.esu.edu

**Delaware Tribe Historic
Preservation Office**

1420 C of E Dr #190
Emporia, KS 66801
Phone: 620-340-0111

Eastern Shawnee Tribe of Oklahoma

127 Oneida St.
Seneca, MO 64865
Phone: (918) 666-2435
Email: www.estoo-nsn.gov/

Oneida Indian Nation

2037 Dream Catcher Plaza
Oneida, NY 13421
Phone: (315) 829-8900
Email:
www.oneidaindiannation.com

Oneida Nation

N7210 Seminary Rd
Oneida, WI 54155-0365
Phone: 1-800-236-2214
Email: Communications_Department@oneidanation.org

Onondaga Nation

4040 Route 11
Nedrow, NY 13120
Phone: (315) 469-0302
Email: admin@onondaganation.org

Seneca Nation of Indians

90 O:hi'yoh Way
Salamanca, NY 14779
Phone: (716) 945-1790

Seneca-Cayuga Nation

P.O. Box 453220
23701 S. 655 RD
Grove, OK 74344
Phone: (918) 787-5452 Ext. 6012
Email: wfisher@sctribe.com

Saint Regis Mohawk Tribe

71 Margaret Terrance Memorial Way
Akwesasne, NY 13655
Phone: (518) 358-2272
Email: communications@srmt-nsn.gov

Shawnee Tribe

P.O. Box 189
29 South Highway OK-69a
Miami OK 74354
Phone: (918) 542-2441
Email: media@shawnee-tribe.com

**Stockbridge Munsee Community,
Wisconsin**

N8705 MohHeConNuck Road
Bowler, WI 54416
Phone: (715) 793-4111
Email: toviolet.azzolina@mohican.com

Tonawanda Band of Seneca

7027 Meadville Road
Basom, NY 14013
Phone: (716) 542-4244
Email: nill.altarama.com

Tuscarora Nation

2006 Mt. Hope Road
Lewiston, NY 14092
Phone: (716) 297-1148
Email: nill.altarama.com

A person in a suit is looking at a map. The map is overlaid with a blue semi-transparent layer. The text 'APPENDIX E Discrimination Complaint Procedures' is written in white on the blue layer. The background is a blurred image of a person in a suit looking at a map.

APPENDIX E

Discrimination

Complaint Procedures

This document is available in alternate formats upon request. SPC will provide translation and interpretation services upon request at no charge. Please call SPC at (412) 391-5590 for more information.

Italiano

Questo documento è disponibile in formati alternativi su richiesta. SPC fornirà servizi di traduzione e interpretazione su richiesta senza alcun costo. Per piacere, chiami SPC al numero (412) 391-5590 per maggiori informazioni.

Espanol

El presente documento está disponible en formatos alternativos bajo solicitud. SPC ofrece servicios de traducción e interpretación gratis bajo solicitud. Comuníquese con SPC al (412) 391-5590 para obtener más información.

中文

本文件可根據要求以其他格式提供。
SPC將根據要求提供免費筆譯和口譯服務。詳情請致電 (412) 391-5590與SPC聯系。

Nepali:

यो फाराम अनुरोध गरिएमा वैकल्पिक ढाँचाहरूमा उपलब्ध छन्। अनुरोध गरेमा बिना शुल्क SPC ले अनुवादन र दोभाषे सेवा उपलब्ध गराउँछ। थप जानकारीको लागि SPC (412) 391-5590 मा फोन गर्नुहोस्।

Gujarati:

આ દસ્તાવેજ વિનંતી પર વૈકલ્પિક ફોર્મેટમાં ઉપલબ્ધ હોય છે. SPC કોઈપણ શુલ્ક લીધા વિના વિનંતી પર અનુવાદ અને અર્થઘટન સેવાઓ પૂરી પાડશે. વધુ માહિતી માટે કૃપા કરી (412) 391-5590 પર SPC ને કોલ કરો.

Oriya:

ଏହି ଡକ୍ୟୁମେଣ୍ଟର ଅନୁରୋଧ ଉପରେ ବୈକଳ୍ପିକ ଫର୍ମାଟରେ ଉପଲବ୍ଧ। କୌଣସି ଚାର୍ଜ ଛଡ଼ା ଏସପିସି ଅନୁବାଦ ଏବଂ ଦୋଷାଣ୍ଡ ସେବା ପ୍ରଦାନ କରିବ। ଦୟାକରି ଅଧିକ ସୂଚନା ପାଇଁ ଏସପିସି (412) 391-5590 ରେ କଲ୍ କରନ୍ତୁ।

Punjabi:

ਇਹ ਦਸਤਾਵੇਜ਼ ਬੇਨਤੀ ਕਰਨ 'ਤੇ ਵਿਕਲਪਕ ਰੂਪਾਂ ਵਿੱਚ ਉਪਲਬਧ ਹੈ। SPC ਬਿਨਾਂ ਕਿਸੇ ਖਰਚ 'ਤੇ ਬੇਨਤੀ 'ਤੇ ਅਨੁਵਾਦ ਅਤੇ ਦੁਆਲੀਆ ਸੇਵਾਵਾਂ ਪ੍ਰਦਾਨ ਕਰੇਗਾ। ਵਧੇਰੇ ਜਾਣਕਾਰੀ ਲਈ ਕਿਰਪਾ ਕਰਕੇ SPC ਨੂੰ (412) 391-5590 'ਤੇ ਕਾਲ ਕਰੋ।

Sinhalese:

ඉල්ලීම මත මෙම ලේඛනය විකල්ප ආකෘතිවලින් ලබාගත හැකිය.

SPC විසින් කිසිදු ගාස්තුවක් අය කිරීමකින් තොරව භාෂා පරිවර්තන හා භාෂණ පරිවර්තන සේවාවන් සපයනු ඇත. කරුණාකර වැඩි දුර විස්තර සඳහා (412) 391-5590 ඔස්සේ SPC අමතන්න.

Marathi:

हा दस्तऐवज विनंतीनुसार पर्यायी स्वरूपांमध्ये उपलब्ध आहे. विनंतीनुसार SPC भाषांतर आणि अर्थविवरण सेवा विनामूल्य प्रदान करेल. अधिक माहितीसाठी कृपया SPC ला (412) 391-5590 येथे कॉल करा.

Bengali:

অনুরোধ জানালে এই ডকুমেন্টটি অন্যান্য ফরম্যাটেও পাওয়া যায়। অনুরোধ জানালে SPC কোনও চার্জ ছাড়াই অনুবাদ এবং ব্যাখ্যা করার পরামর্শ প্রদান করবে। আরও তথ্যের জন্য অনুগ্রহ করে (412) 391-5590 নম্বরে SPC কে ফোন করুন।

Hindi:

यह दस्तावेज़ अनुरोध पर वैकल्पिक फॉर्मेट में उपलब्ध है। एस पी सी (SPC) अनुवाद और व्याख्या सेवाएं अनुरोध पर बिना शुल्क उपलब्ध कराएगी। कृपया अधिक जानकारी के लिए (412) 391-5590 पर एस पी सी (SPC) को कॉल करें।

Sindhi:

درخواست جي صورت ۾ هي دستاويز متبادل ٻولي ۾ دستياب آهي. درخواست جي صورت ۾ SPC ترجمي ۽ ترجماني جون مفت خدمتون فراهم ڪندي. مهرباني ڪري وڌيڪ معلومات لاءِ (412) 391-5590 تي SPC کي ڪال ڪريو.

:Urdu

یہ دستاویز درخواست کیے جانے پر متبادل اشکال میں دستیاب ہے۔ SPC درخواست کیے جانے پر ترجمہ اور ترجمانی کی خدمات مفت فراہم کرے گا۔ مزید معلومات کیلئے SPC کو (412) 391-5590 پر کال کریں۔

SPC Title VI Notice To Public

The Southwestern Pennsylvania Commission (SPC) hereby gives public notice that it is the policy of the Commission to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI and other related statutes require that no person in the United States of America shall, on the grounds of race, color, sex, national origin, age, or disability, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which SPC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice by SPC under Title VI has a right to file a formal complaint with the Commission. Any such complaint must be in writing and filed with SPC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more Information call 412-391-5590.

SPC Title VI Notice To Public

The Southwestern Pennsylvania Commission (SPC) hereby gives public notice that it is the policy of the Commission to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI and other related statutes require that no person in the United States of America shall, on the grounds of race, color, sex, national origin, age, or disability, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which SPC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice by SPC under Title VI has a right to file a formal complaint with the Commission. Any such complaint must be in writing and filed with SPC's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see our website at: www.spcregion.org or call 412-391-5590.

SPC titolo VI avviso pubblico

La Commissione di Pennsylvania sud-occidentale (SPC) dà con il presente avviso pubblico che è la politica della Commissione per assicurare la piena conformità con il titolo VI del Civil Rights Act del 1964, il Civil Rights Act di restauro del 1987, sulla giustizia ambientale e relativi statuti e regolamenti in tutti i programmi e le attività. Titolo VI e altri statuti correlati richiedono che nessuna persona in Stati Uniti d'America è, per motivi di razza, colore, sesso, nazionalità, età o disabilità, esclusi dalla partecipazione, essere negata i benefici di o altrimenti essere oggetto di discriminazione in qualsiasi programma o attività per cui SPC riceve assistenza finanziaria federale. Qualsiasi persona che crede che essi hanno state lese da una pratica discriminatoria illecita di SPC ai sensi del titolo VI ha un diritto di presentare un reclamo formale con la Commissione. Tali reclami devono avvenire per iscritto e archiviato con titolo VI coordinatore di SPC entro centottanta 180 giorni successivi alla data della presunta occorrenza discriminatoria. Per ulteriori informazioni o per ottenere il modulo di denuncia di discriminazione un titolo VI, si prega di consultare il nostro sito Web a: www.spcregion.org o chiamare 412-391-5590.

SPC título VI aviso público

La Comisión de Pennsylvania al sudoeste (SPC) se da aviso público que es la política de la Comisión para asegurar la completa conformidad con el Título VI de la ley de derechos civiles de 1964, el acto de la restauración de los derechos civiles de 1987, en justicia ambiental y relacionados con los estatutos y reglamentos en todos los programas y actividades. Título VI y otras leyes conexas requieren que ninguna persona en los Estados Unidos de América, por motivos de raza, color, sexo, origen nacional, edad o discapacidad, se excluirá de la participación en, ser negada los beneficios de o que esté sujeta a discriminación bajo cualquier programa o actividad para que el SPC recibe asistencia financiera federal. Cualquier persona que crea que haber sido agraviadas por una práctica discriminatoria ilegal por SPC bajo el Título VI tiene derecho a presentar una denuncia formal ante la Comisión. Cualquier denuncia debe ser por escrito y presentado con título VI Coordinador de SPC dentro de ciento ochenta 180days siguientes a la fecha de la supuesta aparición discriminatoria. Para obtener más información, o para obtener un formulario de queja de discriminación título VI, vea por favor nuestro Web site en: www.spcregion.org o llamar al 412-391-5590.

SPC Titel VI Mitteilung an die Öffentlichkeit

Die Southwestern Pennsylvania Kommission (SPC) gibt hiermit öffentliche Bekanntmachung, dass es die Politik der Kommission zur Übereinstimmung mit Titel VI den Civil Rights Act von 1964, der Civil Rights Restoration Act von 1987, und ähnliche Gesetze und Verordnungen in allen Programmen und Aktivitäten. Titel VI und andere zugehörige Satzung erfordern, dass keine Person in den Vereinigten Staaten von Amerika, aus Gründen der Rasse, Farbe, Geschlecht, nationaler Herkunft, Alter oder Behinderung, ausgeschlossen von der Teilnahme an, die Vorteile verweigert oder Diskriminierung unter ein Programm oder eine Aktivität, die für die SPC staatliche finanziellen Unterstützung erhält sonst ausgesetzt werden. Jede Person, die glaubt, dass sie durch eine rechtswidrige diskriminierende Praktiken von SPC nach Titel VI gekränkt worden sind hat ein Recht auf eine formale Beschwerde bei der Kommission einreichen. Eine solche Beschwerde muss schriftlich erfolgen und mit SPC Titel VI Koordinator innerhalb ein hundert achtzig (180) Tage nach dem Zeitpunkt des angeblichen diskriminierende Vorkommens. Für weitere Informationen oder ein Titel VI Diskriminierung Beschwerde-Formular erhalten, finden Sie in unserer Website unter: www.spcregion.org oder telefonisch unter 412-391-5590.

SPC titre VI avis public

Le Commission du sud-ouest de la Pennsylvanie (CPS) donne par les présentes avis public que c'est la politique de la Commission pour assurer la pleine conformité avec le titre VI du Civil Rights Act de 1964 droits civiques Restoration Act de 1987, concernant les lois et les règlements dans tous les programmes et activités. Titre VI et autres lois connexes exigent que nul dans les États-Unis d'Amérique est, fondée sur la race, couleur, sexe, nationalité, âge ou invalidité, exclus de la participation, se voir refuser les avantages d'ou autrement soumis à discrimination sous n'importe quel programme ou l'activité pour laquelle SPC reçoit une aide financière fédérale. Toute personne qui croit qu'ils ont été lésés par une pratique discriminatoire illégale par SPC relevant du titre VI a le droit de déposer une plainte officielle auprès de la Commission. Une telle plainte doit être écrite et déposé auprès titre VI coordinateur de la CPS au sein de cent quatre-vingts 180 jours suivant la date de l'événement discriminatoire alléguée. Pour plus d'informations, ou pour obtenir un formulaire de plainte de Discrimination titre VI, veuillez consulter notre site Web à: www.spcregion.org ou appelez 412-391-5590.

Discrimination Complaint Procedures

Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color, or national origin. Subsequently, Title II of the Americans with Disabilities Act of 1990 (ADA)/Section 504 of the Rehabilitation Act of 1973 (Section 504), and associated statutes prohibits discrimination based on disability. As a recipient of federal assistance, the SPC has adopted a Discrimination Complaint Procedure and form as part of its Title VI Plan.

Any person who believes she or he, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been discriminated against on the basis of race, color, national origin, or disability status by the Southwestern Pennsylvania Commission (hereinafter referred to as "SPC") may file a complaint by completing and submitting the agency's Discrimination Complaint Form. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the SPC Title VI Coordinator for review and action. SPC investigates complaints received no more than 180 days after the alleged incident. SPC will process complaints that are complete.

1. In order to have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:
 - a. The date of the alleged act of discrimination; or
 - b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued. In this case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.
2. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints should set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Civil Rights/Title VI Coordinator. If necessary, the Civil Rights/Title VI Coordinator will assist the person in putting the complaint in writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled in the usual manner.
3. Within 10 days, the SPC Civil Rights/Title VI Coordinator will acknowledge receipt of the allegation in writing; inform the complainant of action taken or proposed action to process the allegation; advise the respondent of their rights under related statutes; and, advise the complainant of their right to appeal a decision through SPC's Executive Committee.
4. In accordance with SPC's grantee relationship with the Pennsylvania Department of Transportation (PennDOT) SPC is required to inform PennDOT of all Civil Rights related complaints within 10 days of receipt. The letter will be sent to the PennDOT Central Office, Civil Rights Division, with a copy to the FHWA Pennsylvania Division Office and will generally include the following information:
 - a. Name, address, and phone number of the complainant.
 - b. Name(s) and address(es) of alleged discriminating official(s).
 - c. Basis of complaint (i.e., race, color, national origin).
 - d. Date of alleged discriminatory act(s).

- e. Date of complaint received by the recipient.
 - f. A statement of the complaint.
 - g. Other agencies (state, local or federal) where the complaint has been filed.
 - h. An explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint.
5. Within 60 days, the SPC Civil Rights/Title VI Coordinator will conduct and complete an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Executive Director. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.
 6. Within 90 days of receipt of the complaint, the SPC Civil Rights/Title VI Coordinator will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her right to appeal with SPC's Executive Committee. SPC's Civil Rights/Title VI Coordinator will also provide the PennDOT Civil Rights Central Office with a copy of the determination and report findings.
 7. Upon appeal, SPC's Executive Committee, consisting of 17 members, will investigate and issue an independent decision on the complaint. The decision on appeal will be issued within 60 days after receipt of the appeal. This letter will contain complete information on how and where file an appeal of the SPC Executive Committee's finding.
 8. In accordance with federal law, the SPC will require that applicants of federal assistance notify the SPC of any law suits filed against the applicant or sub-recipients of federal assistance or alleging discrimination; and a statement as to whether the applicant has been found in noncompliance with any relevant civil rights requirements.
 9. The SPC will collect demographic data on staff, committees, and program areas in accordance with 23 CFR, 49 CFR and SPC's established procedures and guidelines.
 10. SPC will retain Discrimination Complaint Forms and a log of all complaints filed with or investigated by SPC.
 11. Records of complaints and related data will be made available by request in accordance with the Pennsylvania Freedom of Information Act.

Please provide the information on the following page(s) in order to process your complaint. Assistance is available upon request. You can reach the SPC Civil Rights/Title VI Coordinator at (412) 391-5590, or you can send email to: TitleVI-Coordinator@spcregion.org. This complaint may also be mailed or delivered to:

Southwestern Pennsylvania Commission
Civil Rights/Title VI Coordinator
42 21st Street, Suite 101
Pittsburgh, Pennsylvania 15222-4422



www.spcregion.org

DISCRIMINATION COMPLAINT FORM

Name		Phone		Name of Person(s) That Discriminated Against You			
Address (Street No., P.O. Box, Etc.)				Location		Position of Person (If Known)	
City		State	Zip	City		State	Zip
Discrimination Because of: <input type="checkbox"/> Race/Color* <input type="checkbox"/> Sex <input type="checkbox"/> Disability** <input type="checkbox"/> Age <input type="checkbox"/> National Origin* <input type="checkbox"/> Retaliation <input type="checkbox"/> Religion				Date(s) of Alleged Incident(s)			

Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also, attach any written material pertaining to your case.

Signature	Date
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Please submit this form to the following agency:

Southwestern Pennsylvania Commission
Title VI Coordinator
42 21st Street, Suite 101
Pittsburgh, PA 15222
Phone: 412.391.5590

Appeal Process

If the Complainant does not agree with the decision by the Respondent and cannot come to an informal agreement, the Complainant can directly file an appeal with the Southwestern Pennsylvania Commission Executive Committee:

Southwestern Pennsylvania Commission
ATTN: Chair, Executive Committee
21st Street, Suite 101
Pittsburgh, PA 15222

The SPC's Executive Committee, consisting of 14 members, will investigate and issue an independent decision on the complaint. The decision on appeal will be issued within 60 days after receipt of the appeal. This letter will contain complete information on how and where file an appeal of the SPC Executive Committee's finding.

Procedimientos de queja por discriminación

El Título VI de la Ley de Derechos Civiles de 1964, en su versión modificada, prohíbe la discriminación por motivos de raza, color u origen nacional. Posteriormente, el Título II de la Ley de Estadounidenses con Discapacidades de 1990 (ADA)/Sección 504 de la Ley de Rehabilitación de 1973 (Sección 504), y los estatutos asociados prohíben la discriminación por motivos de discapacidad. Como receptor de ayuda federal, la SPC ha adoptado un procedimiento y un formulario de quejas por discriminación como parte de su Plan del Título VI.

Cualquier persona que crea que ella o él, individualmente, como miembro de cualquier clase específica, o en relación con cualquier empresa comercial desfavorecida, ha sido discriminada por motivos de raza, color, origen nacional o condición de discapacidad por la Comisión del Sudoeste de Pensilvania (en lo sucesivo, "SPC") puede presentar una queja rellenando y enviando el formulario de queja por discriminación de la agencia. Una queja también puede ser presentada por un representante en nombre de dicha persona. Todas las quejas serán remitidas al Coordinador del Título VI de la SPC para su revisión y acción. El SPC investiga las quejas recibidas como máximo 180 días después del incidente alegado. El SPC tramitará las quejas que estén completas.

- 1.** Para que la queja sea considerada sea examinada por este procedimiento, el denunciante debe presentar la queja a más tardar 180 días después:
 - a.** de la fecha del acto de discriminación alegado, o
 - b.** cuando haya existido una conducta continuada, de la fecha en la cesó dicha conducta.En este caso, el receptor o su representante podrán prorrogar el plazo de presentación o renunciar al mismo en interés de la justicia, especificando por escrito el motivo.
- 2.** Las quejas se deben presentar por escrito e ir firmadas por el denunciante y/o su representante. Las quejas deben exponer de la forma más completa posible los hechos y circunstancias que rodean la discriminación alegada. En caso de que una persona presente una queja verbal de discriminación a un funcionario o empleado del receptor, la persona debe ser entrevistada por el Coordinador de Derechos Civiles/Título VI. Si es necesario, el Coordinador de Derechos Civiles/Título VI ayudará a la persona a poner la queja por escrito y le entregará la versión escrita de la queja para que la firme. La queja se tramitará entonces de la forma habitual.
- 3.** En un plazo de 10 días, el Coordinador de Derechos Civiles/Título VI de la SPC acusará recibo de la alegación por escrito, informará al denunciante de las acciones tomadas o acciones propuestas para procesar la alegación; informará a la parte demandada de sus derechos en virtud de los estatutos relacionados, e informará al denunciante de su derecho a apelar una decisión por el Comité Ejecutivo de la SPC.
- 4.** De acuerdo con la relación de concesionario de SPC con el Departamento de Transporte de Pensilvania (PennDOT), SPC está obligada a informar a PennDOT sobre todas las quejas relacionadas con los Derechos Civiles dentro de los 10 días posteriores a su recepción. La carta se enviará a la Oficina Central de PennDOT, División de Derechos Civiles, con copia a la Oficina de la División de Pennsylvania de la FHWA y generalmente incluirá la siguiente información:
 - a.** Nombre, dirección y número de teléfono del denunciante.
 - b.** Nombre(s) y dirección(es) del(de los) funcionario(s) discriminador(es) alegado(s).
 - c.** Base de la queja (es decir, raza, color, origen nacional).
 - d.** Fecha del (de los) acto(s) discriminatorio(s) alegado(s).

- e. Fecha de recepción de la queja por el receptor.
 - f. Una declaración de la queja.
 - g. Otras agencias (estatales, locales o federales) en las que se haya presentado la queja.
 - h. Una explicación de las medidas que el receptor ha tomado o propuesto para resolver el problema planteado en la queja.
5. En un plazo de 60 días, el Coordinador de Derechos Civiles/Título VI de la SPC llevará a cabo y completará una investigación de la alegación y, basándose en la información obtenida, emitirá una recomendación de acción en un informe de conclusiones dirigido al Director Ejecutivo. La queja debe resolverse por medios informales siempre que sea posible. Estos intentos informales y sus resultados se resumirán en el informe de conclusiones.
 6. En un plazo de 90 días a partir de la recepción de la queja, el Coordinador de Derechos Civiles/Título VI de la SPC notificará por escrito al denunciante la decisión final alcanzada, incluida la disposición propuesta en el asunto. La notificación informará al denunciante de su derecho a apelar ante el Comité Ejecutivo de la SPC. El Coordinador de Derechos Civiles/Título VI de la SPC también proporcionará a la Oficina Central de Derechos Civiles de PennDOT una copia de la determinación y de las conclusiones del informe.
 7. Tras la apelación, el Comité Ejecutivo de la SPC, compuesto por 17 miembros, investigará y emitirá una decisión independiente sobre la queja. La decisión sobre la apelación se emitirá en un plazo de 60 días tras la recepción de la apelación. Esta carta contendrá información completa sobre cómo y dónde presentar una apelación a la decisión del Comité Ejecutivo de la SPC.
 8. De acuerdo con la ley federal, la SPC exigirá que los solicitantes de ayuda federal notifiquen a la SPC cualquier demanda presentada contra el solicitante o los subreceptores de ayuda federal o discriminación alegada, y una declaración sobre si se determinó que el solicitante incumple cualquier requisito pertinente en materia de derechos civiles.
 9. La SPC recopilará datos demográficos sobre el personal, los comités y las áreas del programa de acuerdo con el 23 CFR, el 49 CFR y los procedimientos y directrices establecidos por la SPC.
 10. La SPC conservará los formularios de quejas por discriminación y un registro de todas las quejas presentadas o investigadas por la SPC.
 11. Los registros de las quejas y los datos relacionados estarán disponibles previa solicitud de conformidad con la Ley de Libertad de Información de Pensilvania.

Le rogamos que facilite la información pertinente en la(s) página(s) siguiente(s) para poder tramitar su queja. Puede solicitar asistencia. Puede ponerse en contacto con el Coordinador de Derechos Civiles/Título VI de la SPC llamando al (412) 391-5590, o puede enviar un email a: TitleVI-Coordinator@spcregion.org. Esta queja también puede enviarse por correo o entregarse a:

Southwestern Pennsylvania Commission
Civil Rights/Title VI Coordinator
42 21st Street, Suite 101
Pittsburgh, Pennsylvania 15222-4422



www.spcregion.org

FORMULARIO DE QUEJA POR

Nombre		Teléfono		Nombre de la(s) persona(s) que le ha(n) discriminado			
Dirección (calle n°, apartado de correos, etc.)				Ubicación		Cargo de la persona (si conocido)	
Ciudad	Estado	Código postal	Ciudad	Estado	Código postal		
Discriminación por:			Fecha(s) del(de los) incidente(s) alegado(s)				
<input type="checkbox"/> Raza/Color* <input type="checkbox"/> Sexo <input type="checkbox"/> Discapacidad**							
<input type="checkbox"/> Edad <input type="checkbox"/> Origen nacional* <input type="checkbox"/>							
<input type="checkbox"/> Represalias Religión							

Explique lo más breve y claramente posible lo sucedido y cómo fue discriminado. Indique quién o quiénes estuvieron implicados. Asegúrese de incluir cómo se trató a otras personas de forma diferente a usted. Adjunte también cualquier material escrito relativo a su caso.

Firma	Fecha
-------	-------

Por favor, envíe este formulario a la siguiente agencia:

Southwestern Pennsylvania Commission

Title VI Coordinator

42 21st Street, Suite 101

Pittsburgh, PA 15222

Teléfono: 412.391.5590

* indica que es específico del Título VI de la Ley de Derechos Civiles de 1964 **indica que es específico de la Ley de Estadounidenses con Discapacidades de 1990

Proceso de apelación

Si el denunciante no está de acuerdo con la decisión de la parte demandada y no puede llegar a un acuerdo informal, puede presentar directamente una apelación ante el Comité Ejecutivo de la Comisión del Sudoeste de Pensilvania:

Southwestern Pennsylvania Commission
ATTN: Chair, Executive Committee
21st Street, Suite 101
Pittsburgh, PA 15222

El Comité Ejecutivo de la SPC, compuesto por 14 miembros, investigará y emitirá una decisión independiente sobre la queja. La decisión sobre la apelación se emitirá en un plazo de 60 días tras la recepción de la apelación. Esta carta contendrá información completa sobre cómo y dónde presentar una apelación a la decisión del Comité Ejecutivo de la SPC.

A person in a suit is looking at a map. The map is overlaid with a blue semi-transparent layer. The text 'APPENDIX F Evaluation Form' is written in white on the blue layer. A solid blue rectangle is positioned to the left of the text.

APPENDIX F

Evaluation Form



EVALUATION FORM

Southwestern Pennsylvania Commission (SPC) uses this form to document the review of the Public Participation Plan and to recommend necessary updates.

Initial Evaluation Completed by: _____

Date: _____

NEED FOR PUBLIC PARTICIPATION PLAN UPDATE

1. Are there new Federal or State legislation, guidance, regulation, or Executive Orders that add, remove, or modify our public participation requirements?
☐ Yes ☐ No
2. Does a pending update or revision to another primary planning document (LRTP, TIP, etc.) require us to update the Public Participation Plan for consistency?
☐ Yes ☐ No
3. Has FHWA or FTA issued a "corrective action" to SPC, identifying a deficiency in the Public Participation Plan?
☐ Yes ☐ No
4. Does the current Public Participation Plan involve provisions, stipulations, or commitments that we don't consistently achieve or implement?
☐ Yes ☐ No
5. Does current public participation involve processes that we consistently implement but are not included in the Public Participation Plan?
☐ Yes ☐ No
6. Have surveys or measures of "satisfaction" indicated consistent dissatisfaction with the plan itself or any of the plan elements?
☐ Yes ☐ No

OPEN-ENDED REVIEW

To make the Public Participation Plan more effective, easier to implement, more understandable, or better organized, please answer the following questions:

1. What elements of the current Public Participation Plan require refinement, clarification, or revision?

2. What materials, resources, tools, or other elements should we include to improve the effectiveness of the Public Participation Plan?

3. Should we update the Public Participation Plan?

☐

Yes

☐

No

If we should update the plan, what degree of update should we pursue?

- Full update/plan replacement (substantial changes to all parts)
- Selective update (substantial changes to certain parts)
- Minor administrative revisions (non-substantive corrections, clarifications and changes that have no impact on content or processes)



APPENDIX G

SPC Commission Members

DRAFT

APPENDIX G—LIST OF EXECUTIVE BOARD AND COMMISSION MEMBERS

As of 2/1/2025

SPC Board Officers

Pat Fabian, Chair
Armstrong County Commissioner

Vince Vicites, Vice-Chair
Fayette County Commissioner

Betsy McClure, 2nd Chair
Greene County Commissioner

SPC Executive Committee

[Allegheny County](#)
County Executive Sara Innamorato

[Armstrong County](#)
Commissioner Pat Fabian
[Beaver County](#)
Commissioner Daniel C. Camp, III

[Butler County](#)
Commissioner Leslie Osche

[City of Pittsburgh](#)
Mayor Ed Gainey

[Fayette County](#)
Commissioner Vincent Vicites

[Greene County](#)
Commissioner Betsy McClure

[Indiana County](#)
Robin Gorman

[Lawrence County](#)

Commissioner Daniel Kennedy

[Washington County](#)

Commissioner Nick Sherman

[Westmoreland County](#)

Sean Kertes

[Department of Community and Economic Development](#)

Johnna A. Pro
Southwest Regional Director

[PennDOT](#)

Kristin Mulkerin
Deputy Secretary of Planning

[Governor Josh Shapiro Appointee](#)

Laura Ainsman Sohinki
Southwest Regional Director

All Members Listing of the SPC Commission (including Board and Executive Committee)

[Allegheny County](#)

County Executive Sara Innamorato

Jesse Di Renna
President,
IUOE Local 66

Chris Sandvig
Executive Director, Mobilify

Daniel Grzybek
County Council – District 5

Gil Berry
President of Gil Berry & Associates

Armstrong County

John Strate
Armstrong County Commissioner

Anthony Shea
Armstrong County Commissioner

Pat Fabian
Armstrong County Commissioner

Beaver County

Daniel C. Camp, III
Beaver County Commissioner

Jack Manning
Beaver County Commissioner

Tony Amadio
Beaver County Commissioner

Butler County

Leslie Osche
Butler County Commissioner

Kim Geyer
Butler County Commissioner

Kevin Boozel
Butler County Commissioner

City of Pittsburgh

Mayor Ed Gainey

Councilwoman Barb Warwick
Pittsburgh City Council, District 5

Scott Bricker
Executive Director, BikePittsburgh

Fayette County

Scott Dunn
Fayette County Commissioner

Vince Vicites
Fayette County Commissioner

Darin Alviano
Armstrong County Planning and Development

Michael Baker
Baker Gas, Inc.

Kelly Gray Shroads
Widmer Engineering

Charles Jones
Manager, City of Beaver Falls

Mark Gordon
Butler County Economic Development and
Planning

Amber Davis
Leadership Butler County

Aadil Ginwala
Senior Advisor, University of Pittsburgh

Joylette Portlock
Executive Director, Sustainable Pittsburgh

Dave Lohr
Fayette County Commissioner

Robert Lesnick
Local Resident

Fred Junko
Local Resident

Greene County

Jared Edgreen
Greene County Commissioner

Betsy McClure
Greene County Commissioner

Blair Zimmerman
Greene County Commissioner

Jeffery A. Marshall
Chief Clerk, Greene County

Jeremy Kelly
Executive Director, Greene County Economic
Development

Indiana County

Mike Keith
Indiana County Commissioner

Bonni Dunlap
Indiana County Commissioner

Sherene Hess
Indiana County Commissioner

Byron Stauffer
Executive Director, Indiana County Office of
Planning & Development

Mark Hilliard
President, Indiana County Chamber of
Commerce

Lawrence County

Daniel J. Vogler
Lawrence County Commissioner

Dan Kennedy
Lawrence County Commissioner

Chris Sainato
Lawrence County Commissioner

Brad Berlin
Local Resident

Amy McKinney
Executive Director, Lawrence County Planning
Department

Washington County

Nick Sherman
Washington County Commissioner

Electra Janis
Washington County Commissioner

Larry Maggi
Washington County Commissioner

John Timney
Executive Director, Washington County
Redevelopment Authority

Robert Griffin
Executive Director, Redevelopment Authority of
Washington County

Westmoreland County

Sean Kertes
Westmoreland County Commissioner

Robert Regola III
Regola Consulting

Douglas Chew
Westmoreland County Commissioner

Tom Ceraso
Municipal Authority of Westmoreland County

Ted Kopas
Westmoreland County Commissioner

Pa Department of Transportation (2 votes)

Brian Allen, District Executive
District 10

Kristin Mulkerin
Executive Deputy Secretary

Jason Zang, District Executive
District 11

Brandon Leach
Transportation Planning Manager, Center for
Program Development & Management

Rachel Duda, District Executive
District 12

Governor Josh Shapiro Appointee

Laura Ainsman Sohinki
Southwest Regional Director

PA Dept. Of Community and Economic Development

Johnna A. Pro
Southwest Regional Director

Pittsburgh Regional Transit (one vote)

Katharine Kelleman CEO

Ed Typanski
Director of Grants & Capital Programs

Transit Operator

Sheila Gombita
Executive Director, Freedom Transit/Washington County Transit

Federal Highway Administration

Alicia Nolan
Division Administrator

Federal Transit Administration

Theresa Garcia Crews
Regional Administrator – Region III

U.S. Economic Development Administration

Appointment Pending

Federal Aviation Administration

Appointment Pending

U.S. Environmental Protection Agency

Laura Mohollen
Technical Support Branch Chief, Region III