

# KYOVA Interstate Planning Commission

## Title VI Implementation Plan and Limited English Proficiency Language Assistance Plan

**January 1, 2023 – December 30, 2023**

**KYOVA Interstate Planning Commission  
400 Third Avenue  
Huntington, West Virginia 25701  
Phone: 304-523-7434  
Website: [www.kyovaipc.org](http://www.kyovaipc.org)**



*This project was partially funded by grants from the U. S. Department of Transportation, Federal Highway and Federal Transit Administrations.*

# **INSERT APPROVAL RESOLUTION**



# **KYOVA Interstate Planning Commission**

## **Title VI Implementation Plan and Limited English Proficiency (LEP) Language Assistance Plan for the Huntington, WV-KY-OH Urbanized Area\***

**January 1, 2023 to December 30, 2023**

**KYOVA Interstate Planning Commission  
400 Third Avenue  
Huntington, West Virginia 25701**

**Phone: 304-523-7434  
[www.kyovaipc.org](http://www.kyovaipc.org)**

\*The KYOVA Planning Area (Huntington, WV-KY-OH Urbanized Area) includes the West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio.

# TABLE OF CONTENTS

## TITLE VI IMPLEMENTATION PLAN

<b>Acknowledgements</b>	
KYOVA Policy Committee.....	Title VI - III
KYOVA Technical Advisory Committee .....	Title VI - V
KYOVA Staff.....	Title VI - VI
<b>Introduction</b> .....	Title VI - 1
<b>KYOVA Title VI Overview and Responsible Officials</b> .....	Title VI - 2
<b>KYOVA Title VI Signed Policy Statement</b> .....	Title VI - 4
<b>KYOVA Title VI Complaint Procedures</b> .....	Title VI - 5
<b>Procedimientos De Reclamcion Del Titulo VI KYOVA</b> .....	Title VI - 7
<b>KYOVA Title VI Notice to the Public</b> .....	Title VI - 9
<b>KYOVA Titulo VI Aviso Al Publico</b> .....	Title VI - 10
<b>Record of Title VI Investigations, Complaints, or Lawsuits</b> .....	Title VI - 11
<b>Program and Project Review</b> .....	Title VI - 11
Program Areas or Activities Subject to Title VI .....	Title VI - 12
Title VI Special Empasis Areas .....	Title VI - 12
<b>Compliance/Noncompliance Review</b> .....	Title VI - 13
Monitoring and Updating the Title VI Plan.....	Title VI - 14
<b>Title VI Organization and Staffing</b> .....	Title VI - 14
<b>KYOVA Organizational Chart</b> .....	Title VI - 14
<b>Staff Training</b> .....	Title VI - 15
<b>Sub-Recipient Review</b> .....	Title VI - 15
<b>Dissemination of Title VI Information</b> .....	Title VI - 16
<b>Public Participation</b> .....	Title VI - 16
Inclusive and Meaningful Public Participation.....	Title VI - 16
Title VI Public Involvement Survey .....	Title VI - 17
<b>Regional Demographic Profile – Data Collection/Reporting/Analysis</b> .....	Title VI - 17
Total Population .....	Title VI - 18
Age and Gender .....	Title VI - 18
Race and Ethnicity.....	Title VI - 19
Individuals with a Disability .....	Title VI - 21
Household Income .....	Title VI - 22
Poverty.....	Title VI - 23
Language and Languages Spoke.....	Title VI - 24
Potentially Disadvantaged/Targeted Outreach Areas (TOA).....	Title VI - 26

## LIMITED ENGLISH PROFICIENCY LANGUAGE ASSISTANCE PLAN (LEP)

<b>Introduction</b> .....	LEP - 1
<b>Legal Basis for Language Assistance Requirements</b> .....	LEP -1
<b>Limited English Proficiency Defined</b> .....	LEP - 2
<b>Safe Harbor Provisions</b> .....	LEP - 4
<b>Self-Assessment</b> .....	LEP - 5
<b>Four Factor Analysis</b> .....	LEP - 6
Factor 1 .....	LEP - 6
Factor 2 .....	LEP - 10
Factor 3 .....	LEP - 11
Factor 4 .....	LEP - 11
<b>Language Assistance and Implementation</b> .....	LEP - 11
LEP Implementation Goals.....	LEP - 11
Language Assistance, Translation, and Interpretation Services.....	LEP - 12
Standard Notification Regarding Language Assistance .....	LEP - 12
<b>Staff Training</b> .....	LEP - 12
<b>Outreach and Providing Notice to LEP Persons</b> .....	LEP - 13
<b>Monitoring and Updataing the LEP Plan</b> .....	LEP - 13



# TABLE OF CONTENTS – CONTINUED

## APPENDICES

- Appendix A: Title VI Complaint Procedure and Complaint Form (English and Spanish)
- Appendix B: Title VI Complaint Log
- Appendix C: Title VI Public Involvement Survey
- Appendix D: Detailed Demographic Profiles
- Appendix E: Title VI Assurances and Appendices A-E
- Appendix F: Definitions

## LISTING OF FIGURES

Figure 1: Total Population by County of the KYOVA Planning Area .....	Title VI - 18
Figure 2: Age and Gender of the KYOVA Planning Area .....	Title VI - 19
Figure 3: Race and Ethnicity of the KYOVA Planning Area .....	Title VI - 20
Figure 4: Increase of Non-White Population of the KYOVA Planning Area .....	Title VI - 20
Figure 5: Percent of Individuals with a Disability by Age of the KYOVA Planning Area .....	Title VI - 21
Figure 6: Individuals with Disabilities by County of the KYOVA Planning Area.....	Title VI - 22
Figure 7: Median Household Income of the KYOVA Planning Area .....	Title VI - 22
Figure 8: Percent Families and People Below Poverty Level of the KYOVA Planning Area.....	Title VI - 24
Figure 9: Language Spoken At Home Other Than English of the KYOVA Planning Area .....	Title VI - 25
Figure 10: Percent Language Spoken At Home Other Than English of the KYOVA Planning Area .....	Title VI - 25
Figure 11: Potentially Disadvantaged Areas of the KYOVA Planning Area .....	Title VI - 29
Figure 12: Families in Poverty of the KYOVA Planning Area .....	Title VI - 30
Figure 13: Individuals 65 and Older by Census Tract of the KYOVA Planning Area.....	Title VI - 31
Figure 14: Minority (non-Hispanic) Population of the KYOVA Planning Area.....	Title VI - 32
Figure 15: Hispanic Population of the KYOVA Planning Area.....	Title VI - 33
Figure 16: Individuals w/Limited English Proficiency (speaks English “less than very well”) .....	Title VI - 34
Figure 17: Individuals with a Disability of the KYOVA Planning Area .....	Title VI - 35
Figure 18: Zero Vehicle Households of the KYOVA Planning Area.....	Title VI - 36
Figure 19: 2021-2024 TIP Projects within Potentially Disadvantaged Areas.....	Title VI - 38
Figure 20: Summary of Language Spoken at Home (Age 5+).....	LEP - 8
Figure 21: Percent Individuals w/Limited English Proficiency (speaks English “less than very well”) .....	LEP - 9

## LISTING OF TABLES

Table 1: Poverty Thresholds for 2021 by Size of Family and Number of Related Children Under 18 Years .....	Title VI - 23
Table 2: County and Regional Average for Targeted Outreach Determination .....	Title VI - 26
Table 3: Potentially Disadvantaged/Target Areas and Tier Level .....	Title VI - 28
Table 4: Safe Harbor Written Translation Provisions .....	LEP - 5
Table 5: Language Spoken at Home – Age 5+ .....	LEP - 7
Table 6: Frequency of Contact with LEP Individuals .....	LEP - 10
Table 7: Contact Administered by KYOVA .....	LEP - 10

# ACKNOWLEDGEMENTS

## KYOVA Policy Committee (PC) Members (as of 11-10-2023)

### KYOVA Policy Committee (PC) Officers

Name	Agency	Title	Elected/Appointed	Race
Ms. DeAnna Holliday, Chair	Lawrence County, OH	Commissioner	E	W
Mr. Jeffrey Maddox, Vice-Chair	Wayne County, WV	Commissioner	E	W
Ms. Kelli Sobonya, Secretary	Cabell County, WV	Commissioner	E	W
Mr. Paul Davis, Treasurer*	Tri-State Transit Authority	General Manager/President	A	W

### KYOVA Policy Committee (PC) Members

Agency/Organization	Name	Title/Agency	Elected/Appointed	Race
Cabell County, WV	Ms. Kelli Sobonya	Commissioner	E	W
	Mr. Ben Newhouse	Cabell County Administrator	A	W
	Mr. Chad Nelson	Citizen Member	A	W
	Vacant			
City of Huntington, WV	Mr. Steve Williams	Mayor, City of Huntington	E	W
	Mr. James Turner	Lawyer	A	W
	Mr. Howard Anderson	Citizen Member	A	W
	Vacant			
	Vacant			
Wayne County, WV	Mr. Jeffrey Maddox	Commissioner	E	W
	Mr. Kenneth Adkins	Citizen Member/Commissioner	A	W
	Mr. Shane Dillion	Citizen Member	A	W
	Mr. Timothy Bias	Mayor, City of Kenova, WV	A	W
Putnam County, WV	Mr. Andy Skidmore	County Commission	E	W
	Vacant			
	Vacant			
Boyd County, KY	Mr. Eric Chaney	County Judge Executive	E	W
	Mr. Gary Blanton	Assistant Road Foreman	A	W
	Mr. Randy Stapleton	County Commissioner	A	W
City of Ashland, KY	Mr. Matthew Perkins	Mayor	E	W
	Mr. Michael Graese	City Manager	A	W
	Mr. Randy Wheeler*	Transit Supervisor, Ashland Bus System	A	W
Greenup County, KY	Mr. Bobby Hall	County Judge Executive	E	W
	Mr. John Callihan	Citizen Member	A	W
	Mr. Don Fraley	Citizen Member	A	W
	Vacant			
Lawrence County, OH	Ms. Deanna Holliday	President, Lawrence County, OH Commission	E	W
	Mr. Patrick Leighty	County Engineer	A	W
	Mr. Terry Porter	Trustee	A	W
	Dr. Bill Dingus	Director, Lawrence County, OH Chamber of Commerce	A	W
	Mr. Ralph Kline*	Assistant Director, ILCAO	A	W
	Vacant			
City of Ironton, OH	Mr. Samuel Cramblit	Mayor	E	W
	Vacant			
Transportation Providers	Mr. Paul Davis*	General Manager, Tri-State Transit Authority, WV	A	W
	Mr. Brent Brown	Director, Huntington Tri-State Airport	A	W

\*Transit providers/representatives

# ACKNOWLEDGEMENTS – Continued

## KYOVA Policy Committee (PC) Members – Continued

Agency/Organization	Name	Title/Agency	Elected/Appointed	Race
Department of Transportation	Mr. Jimmy Wriston, PE	Secretary of Transportation/Commissioner of Highways, West Virginia Division of Highways	A	W
	Mr. Jim Gray	Secretary of Transportation, Kentucky Transportation Cabinet	A	W
	Mr. Jack Marchbanks, Ph.D.	Director, Ohio Department of Transportation	A	B
Federal Highway Administration	Ms. Kara Greathouse	West Virginia Division	NV	W
	Mr. Nick Vail	Kentucky Division	NV	W
	Mr. Sam Wallace	Ohio Division	NV	W

*\*Transit providers/representatives*

Key: A=Appointed / E=Elected / NV=Non-Voting / W=White / B=Black

# ACKNOWLEDGEMENTS – Continued

## KYOVA Technical Advisory Committee (TAC) Member Affiliation (as of 11-10-2023)

Mr. Paul Davis                      Chair, Tri-State Transit Authority, Huntington, West Virginia – President  
Mr. Patrick Leighty                Vice-Chair, Lawrence County, Ohio – County Engineer

The following organizations are represented on the Technical Advisory Committee:

### **West Virginia Department of Highways – Central Office**

- Director of Planning
- Regional Planning Unit Leader
- Planner

### **West Virginia Department of Highways – District Office #2**

- Manager
- Planner

### **West Virginia Department of Environmental Protection – AQ**

#### **West Virginia Public Transit**

- Executive Director

#### **City of Huntington, West Virginia**

- Public Works Director
- Planner

#### **Cabell County**

- Citizen Member

#### **Wayne County Economic Development Authority**

- Director

#### **Tri-State Transit Authority**

- General Manager
- Assistant Manager

#### **Huntington Tri-State Airport**

- Director

#### **Kentucky Transportation Cabinet – Division of Planning**

- Director
- Transportation Engineering Branch Manager
- Planning Supervisor

#### **Kentucky Transportation Cabinet – Highway District Office #9**

- Chief District Engineer
- Planning Supervisor
- Planner

- City Manager
- Transit Supervisor
- City Appointment

#### **Boyd/Greenup Citizens Advisory Committee**

- Five (5) members

#### **Ashland Alliance**

- President/CEO

#### **Gallia County**

- County Engineer

#### **Lawrence County, Ohio**

- County Engineer
- Director, Ironton-Lawrence County Community Action Organization
- Manager, Lawrence County Transit

#### **City of Ironton**

#### **The Greater Lawrence County Chamber of Commerce**

#### **Ohio Department of Transportation – Central Office**

- Transportation Planner
- Air Quality Planner
- Planner

#### **Ohio Department of Transportation – District 9**

- Program Coordinator
- Program Management Coordinator
- Planning Engineer

#### **Federal Highway**

- West Virginia Division
- Kentucky Division
- Ohio Division

# ACKNOWLEDGEMENTS – Continued

## KYOVA Staff

Mr. Christopher M. Chiles	Executive Director
Mr. Saleem Salameh	Technical Study Director/Deputy Executive Director
Ms. Terri B. Sicking	Senior Transportation Planner
Mr. Jody Sigmon	Transportation Planner/System Performance
Ms. Bethany Wild	Transportation Planner/GIS Specialist
Ms. Dannielle Slusher	Finance/Office Manager/Title VI Environmental Justice Officer
Mr. Steven Frye	Finance Assistant
Mr. Paul Young	Web Designer/System Analyst
Ms. Annette Johnson	Transportation Technician/Administrative Assistant

This page intentionally left blank.



# TITLE VI IMPLEMENTATION PLAN

## INTRODUCTION

KYOVA Interstate Planning Commission has been designated as the Metropolitan Planning Organization (MPO) for the Huntington, WV-KY-OH Urbanized Area. KYOVA's planning area includes the West Virginia counties of Cabell and Wayne, Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio. This Title VI Implementation Plan was developed pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation (DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964. The purpose of 49 CFR Part 21 is:

*“...to effectuate the provisions of Title VI of the Civil Rights Act of 1964 to the end that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Transportation.”*

By adoption of this Title VI Implementation Plan, KYOVA's Policy Committee ensures that all programs, policies, and activities of the MPO comply with Title VI regulations.

Any person or persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the MPO. The Title VI complaint procedure and complaint form can be found in *Appendix A* of this Plan and on the KYOVA website ([kyovaipc.org](http://kyovaipc.org)) under the Title VI Tab. Any such complaint must be in writing and filed with KYOVA's Title VI Coordinator within one hundred eighty (180) calendar days following the date of the alleged discriminatory occurrence.

# **KYOVA INTERSTATE PLANNING COMMISSION TITLE VI OVERVIEW, NONDISCRIMINATION AUTHORITY, AND RESPONSIBLE OFFICIALS**

Title VI of the Civil Rights Act of 1964 is a non-discrimination statute. Specifically, Title VI provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits or, or be subjected to discrimination under any program or activity receiving federal financial assistance” (42 U.S.C. Section 2000d). Each federal department and agency, which is empowered to extend Federal financial assistance to any program or activity, by way of grant, loan, federal personnel, or any federal agreement contract is authorized and directed to make the provisions of Section 2000d of this title.

KYOVA’s Policy Committee serves as the governing body of the KYOVA Interstate Planning Commission, the designated Metropolitan Planning Organization (MPO) for the Huntington, WV-KY-OH Urbanized Area. KYOVA is responsible for the transportation planning activities in Cabell and Wayne counties, West Virginia; Boyd and Greenup counties, Kentucky; and the urbanized portion of Lawrence County, Ohio. As a recipient of federal funds through grant program(s), KYOVA is subject to Title VI of the Civil Rights Act of 1964. KYOVA works to ensure that nondiscriminatory services are offered throughout the region thereby enhancing both the quality of life and economic vitality. KYOVA is committed to a workplace that is compliant with Title VI of the Civil Rights Act of 1964 and to incorporate suggestions by KYTC, ODOT, WVDOH, and our federal partners.

## **Non-Discrimination Authorities**

- Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.)
- Section 162 (a) of the Federal Aid Highway Act of 1973 (23 USC 324)
- Age Discrimination Act of 1975
- Section 504 of the Rehabilitation Act of 1973
- Americans with Disabilities Act of 1980
- Civil Rights Restoration Act of 1987
- 49 CFR Part 21
- 23 CFR Part 200
- U.S. DOT Order 1050.02
- Executive Order #12898 (Environmental Justice)
- Executive Order #13166 (Limited-English Proficiency)

## **KYOVA Responsible Officials**

### **KYOVA Policy Committee**

The Policy Committee has governing authority over the MPO and MPO Staff. The Committee is comprised of members as outlined in the KYOVA By-laws. Officers (Chairperson, Vice-Chair, Secretary, and Treasurer) are elected every two years from the membership. The Chairperson oversees and provides signature approval and/or grants signature approval to the Executive Director for all programs and activities. The Vice-Chair, Secretary, and Treasurer may serve in this capacity if the Chair is not present at meetings, or the Chair is unavailable due to illness or other unpreventable situations preventing the Chair from serving. KYOVA's bylaws specifies the PC membership which is based on population. The governing agencies located within KYOVA's planning area are responsible to appoint their representatives. KYOVA continually encourages member agencies to include participation of minorities within their appointments to the PC as well as other committees.

### **Executive Director**

The Executive Director is responsible for KYOVA’s adherence and compliance with all federal programs and activities, to include but not be limited to Equal Opportunity, Title VI, and Public Participation. The Executive Director is also charged with complete oversight of the functions and activities of KYOVA.

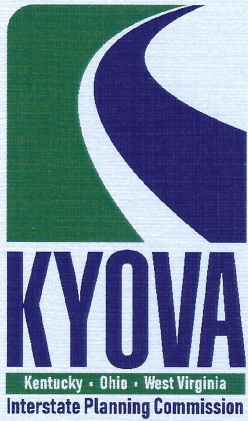
**Title VI Coordinator**

The Title VI Coordinator is responsible for the oversight and coordination of KYOVA's compliance with Title VI and all related statues, regulations, and directives. The Title VI Coordinator has direct access to KYOVA's Executive Director and the KYOVA Policy Committee. General responsibilities include: coordinating Title VI program development with KYTC, WVDOH/DOT, ODOT, federal agencies, and local public agencies, as directed/requested; overseeing Title VI program reviews and sub-recipient reviews (if required); coordinating Title VI training for KYOVA Staff and any sub-recipients; preparing required reports; providing guidance and advice on the Title VI program to KYOVA staff and LPAs; participate in the design, development, and dissemination of Title VI information to the public; annual update of KYTC's Title VI Program Plan; completion of ODOT Title VI Compliance Report; and other activities directly relating to KYOVA's Title VI Program.

**Minority Population Participation**

KYOVA encourages the participation of minorities with all planning activities and programs. During project and/or study development, individuals from all demographics, to include minority populations, are welcome and are requested to participate. Methods of outreach include but are not limited to: KYOVA website; Emails to leaders or known minority areas; newspaper notification; solicitation by local officials for interested parties; etc.





## KYOVA TITLE VI POLICY STATEMENT

Pursuant to and consistent with Title VI of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to Title 49, Code of the Federal Regulations (CFR), U.S. Department of Transportation (DOT), Subtitle A. Office of the Secretary, (49 CFR, part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964:

It is the policy of the KYOVA Interstate Planning Commission to afford equal opportunity to all persons to the end that no persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation.

Program and activities to which this policy applies include, but are not limited to, the use of grants in connection with federal-aid highway systems, the Surface Transportation and Reauthorization & Reform Act of 2015, the Highway Safety Act of 1966 and the National Traffic and Motor Vehicle and Safety Act of 1966, leases of real property and the grant of permits, licenses, easements and rights of way covering real property, Urban Mass Transportation Research Programs, and other grants for the support of basic scientific research.

For more information on KYOVA's Civil Rights Program, and the procedures to file a complaint, call (304) 523-7434, email Dannielle Slusher at [dslusher@kyovaiipc.org](mailto:dslusher@kyovaiipc.org), or visit the KYOVA office at 400 Third Avenue, Huntington, West Virginia 25701 Monday through Friday between 8:30 a.m. and 4:30 p.m.

A complainant may file a complaint directly with the Federal Highway Administration or the Federal Transit Administration by mailing complaints to:

**Federal Highway Administration**  
Office of Civil Rights  
Attn: Title VI Program Coordinator  
8<sup>th</sup> Floor E-81-105  
1200 New Jersey Avenue, SE  
Washington DC 20590

**Federal Transit Administration**  
Office of Civil Rights  
Attn: Title VI Coordinator  
East Building 5, Floor-TCR  
1200 New Jersey Avenue, SE  
Washington DC 20590

This Policy Statement shall be posted at the KYOVA office located at 400 Third Avenue, Huntington, WV 25701 and on the KYOVA website at [www.kyovaiipc.org](http://www.kyovaiipc.org).

---

Christopher M. Chiles  
KYOVA, Executive Director

---

Date

*DeAnna Holliday*  
Chair

*Christopher M. Chiles*  
Executive Director

KYOVA Interstate  
Planning Commission

400 Third Avenue  
Huntington, WV 25701  
P.O. Box 939  
Huntington, WV 25712  
Tel: (304) 523-7434  
Fax: (304) 529-7229



# KYOVA TITLE VI COMPLAINT PROCEDURES

Any person or persons who believe, either individually or as a member of any specific class of persons, they have been subjected to discrimination on the basis of race, color, sex, age, or national origin, may file a written complaint with KYOVA Interstate Planning Commission. A *Title VI Complaint Form* is available on the MPO website under the Title VI/Environmental Justice Tab or by following this link: [http://kyovaiipc.org/Title\\_VI\\_Complaint\\_Form\\_Fill\\_in.pdf](http://kyovaiipc.org/Title_VI_Complaint_Form_Fill_in.pdf). The complaint procedure and complaint form are included in *Appendix A*.

A complaint may be filed without the *Complaint Form*. If the Complaint form is not utilized a signed written request must include the complainant's name, mailing address, identification of the respondent (such as agency/organization alleged to have discriminated), date(s) of the alleged discriminatory act(s), and any other pertinent details regarding the alleged discrimination. The *Complaint Form* or other written complaint may be hand delivered or mailed to:

*KYOVA Interstate Planning Commission  
Attn: Danielle Slusher, Title VI Coordinator  
400 Third Avenue  
Huntington, West Virginia 25701*

The *Complaint Form* or written complaint may also be emailed to [dslusher@kyovaiipc.org](mailto:dslusher@kyovaiipc.org) or faxed to 304-529-7229. Allegations received by phone will be reduced to writing and provided to the complainant for confirmation or revision before processing.

In order for a complaint to be considered under this procedure, the complaint must be filed no later than 180 calendar days after the date of the alleged act of discrimination OR where there has been a continuing course of conduct, the date on which that conduct was discontinued. KYOVA's Title VI Coordinator will provide the complainant, or their representative, with a written acknowledgment by mail within 10 business days that KYOVA has received the complaint. A copy of the acknowledgment will then be forwarded to the Federal Highway Administration (FHWA).

The Title VI Coordinator shall conduct a full investigation, when warranted, and furnish a preliminary written report, including recommendations for resolution to KYOVA's Executive Director for a final determination. Personnel trained in compliance investigations will conduct investigations. Corrective measures, if warranted, would then be initiated by KYOVA to alleviate the discrimination, and prevent future discrimination from occurring in the transportation planning process. KYOVA will notify the complainant (by registered mail) the steps taken to mitigate and prevent such discrimination. KYOVA's Title VI Coordinator shall notify the complainant of the final decision within 10 business days of completion of the investigation and a copy of the decision will be forwarded to FHWA. KYOVA Title VI Coordinator shall further notify the complainant of his or her right to appeal the decision (Title 49, Code of the Federal Register, Part 21) to the FHWA if the decision is not acceptable. Appeals should be made in writing and forwarded no later than 180 calendar days after the date of the alleged discrimination, unless the time for filing is extended by the appropriate FHWA Office listed below:

**Kentucky**  
FHWA-Kentucky Division  
Civil Rights Division  
P. O. Box 536  
Frankfort, KY 40601

**West Virginia**  
FHWA-West Virginia Division  
Civil Rights Division  
154 Court Street  
Charleston, WV 25301

**Ohio**  
FHWA-Ohio Division  
Civil Rights Division  
200 North High Street, Room 328  
Columbus, OH 43215

The entire process as outlined shall be completed within 60 days.

The following agencies are authorized to receive complaints: Federal Highway Administration (FHWA), Federal Transit Agency (FTA), Kentucky Transportation Cabinet (KYTC), West Virginia Department of Highways (WVDOH), Ohio Department of Transportation (ODOT), the United States Department of Transportation (U.S. DOT), and the US Department of Justice (U.S. DOJ). A complaint may be filed with the FHWA before, during, or after the complaint has been filed with KYOVA Interstate Planning Commission.

### **Acceptance and/or Dismissal of Complaints**

When KYOVA receives an inquiry, comment, or complaint, which alleges or implies discrimination as addressed by Title VI of the Civil Rights Act of 1964, a copy is forwarded immediately to the KYOVA Title VI Coordinator and the appropriate FHWA Division Administrator. KYOVA's Title VI Coordinator is responsible for documentation and maintaining the required statistical data. KYOVA's Title VI Coordinator and/or Executive Director and FHWA Division Administrator (or designee, in the Civil Rights Office) will discuss the matter to determine if it constitutes a Title VI complaint. If it is determined that the issues do not meet a Title VI complaint, KYOVA's Title VI Coordinator will submit the appropriate response to Headquarters for Civil Rights through the FHWA Division Office. If it is determined that the issue constitute a Title VI complaint, KYOVA's Title VI Coordinator and/or Executive Director will determine responsibility and the need for additional information. KYTC, WVDOH, ODOT, FHWA Administrators/or designee, may request additional information and/or clarification.

KYOVA's Title VI Coordinator will respond in writing, acknowledging receipt of complaint(s) within 10 days from date of receipt. After reviewing the complaint, KYOVA's Title VI Coordinator may recommend dismissal of a complaint for any of the following reasons:

1. The complaint was filed in an untimely manner;
2. Complaint does not allege a basis covered by the statutes for which KYOVA is responsible;
3. Complaint does not allege any harm with regard to covered program or statutes;
4. Complainant requests the withdrawal of the complaint;
5. Complainant fails to respond to repeated requests for additional information needed to process the complaint;
6. Complainant cannot be located after reasonable attempts;
7. Complainant fails to accept a reasonable resolution. Reasonableness to be determined by the HCT Office via the appropriate FHWA Division Office;
8. Complainant has filed a legal action in Federal District Court with the same basis and issue(s) involved in the complaint; and
9. The same complainant's allegations have been filed with another federal, state, or local agency.

Acceptance of a complaint will be determined by the following:

1. Timely filing of the complaint;
2. If the allegations involve a covered basis such as race, color, sex, age, or national origin; and
3. If the allegations involve a program or activity of a federal aid recipient, sub-recipient, or contractor.

All complaints received by KYOVA will be logged for tracking purposes.

### **Withdrawal of a complaint**

The complainant may withdraw his or her complaint at any time after filing and prior to the issuance of a determination or resolution by KYOVA. The complainant must submit a written withdrawal to: KYOVA Interstate Planning Commission/Attn: Executive Director/400 Third Avenue/Huntington, WV 25701.



# PROCEDIMIENTOS DE RECLAMACIÓN DEL TÍTULO VI DE KYOVA

Cualquier persona o personas que crean, ya sea individualmente o como miembro de cualquier clase específica de personas, que han sido objeto de discriminación por motivos de raza, color, sexo, edad, origen nacional, orientación sexual, ingresos, estado LEP o discapacidad puede presentar una queja por escrito con la Comisión Interestatal de Planificación de KYOVA. Un Formulario de Queja del Título VI está disponible en el sitio web de MPO en la Pestaña Título VI/Justicia Ambiental o siguiendo este enlace: [http://kyovaiipc.org/Title\\_VI\\_Complaint\\_Form\\_Fill\\_in.pdf](http://kyovaiipc.org/Title_VI_Complaint_Form_Fill_in.pdf). El procedimiento de denuncia y el formulario de denuncia figuran en el apéndice A.

Se puede presentar una queja sin el Formulario de Queja. Si el formulario de Queja no se utiliza, una solicitud escrita firmada debe incluir el nombre del demandante, la dirección postal, la identificación del demandado (como la agencia/organización que supuestamente discriminó), la fecha del acto discriminatorio alegado y cualquier otro detalle pertinente con respecto a la discriminación alegada. El Formulario de Queja u otra queja por escrito puede ser entregado en mano o enviado por correo a:

*KYOVA Interstate Planning Commission  
Attn: Dannielle Slusher, Title VI Coordinator  
400 Third Avenue  
Huntington, West Virginia 25701*

El Formulario de queja o queja por escrito también se puede enviar por correo electrónico a [dslusher@kyovaiipc.org](mailto:dslusher@kyovaiipc.org) o fax al 304-529-7229. Las denuncias recibidas por teléfono se reducirán a escrito y se entregarán al denunciante para su confirmación o revisión, antes de su procesamiento.

Para que una denuncia pueda ser examinada con arreglo a este procedimiento, la denuncia debe presentarse a más tardar 180 días naturales después de la fecha del presunto acto de discriminación O, si ha habido una conducta continuada, la fecha en que se suspendió esa conducta. El Coordinador del Título VI de KYOVA proporcionará al demandante, o a su representante, un acuse de recibo por escrito por correo dentro de los 10 días hábiles de que KYOVA ha recibido la queja. Una copia del acuse de recibo será enviada a la Administración Federal de Carreteras (FHWA).

El Coordinador del Título VI llevará a cabo una investigación completa, cuando se justifique, y proporcionará un informe escrito preliminar, incluidas recomendaciones para su resolución al Director Ejecutivo de KYOVA. para una determinación final. El personal capacitado en investigaciones de cumplimiento llevará a cabo las investigaciones. Las medidas correctivas, si se justifican, serían iniciadas por KYOVA para aliviar la discriminación y prevenir futuras discriminaciones en el proceso de planificación del transporte. KYOVA notificará al demandante (por correo certificado) las medidas adoptadas para mitigar y prevenir dicha discriminación. El Coordinador del Título VI de KYOVA notificará al denunciante la decisión final dentro de los 10 días hábiles posteriores a la finalización de la investigación y se enviará una copia de la decisión a la FHWA. El Coordinador del Título VI de KYOVA notificará además al demandante su derecho a apelar la decisión (Título 49, Código del Registro Federal, Parte 21) ante la FHWA si la decisión no es aceptable. Las apelaciones deben hacerse por escrito y enviarse a más tardar 180 días calendario después de la fecha de la presunta discriminación, a menos que el tiempo para la presentación sea extendido por la Oficina correspondiente de la FHWA que se indica a continuación:

**Kentucky**  
FHWA-Kentucky Division  
Civil Rights Division  
P. O. Box 536  
Frankfort, KY 40601

**West Virginia**  
FHWA-West Virginia Division  
Civil Rights Division  
154 Court Street  
Charleston, WV 25301

**Ohio**  
FHWA-Ohio Division  
Civil Rights Division  
200 North High Street, Room 328  
Columbus, OH 43215

Todo el proceso descrito deberá completarse en un plazo de 60 días.

Las siguientes agencias están autorizadas para recibir quejas: Administración Federal de Carreteras (FHWA), Agencia Federal de Tránsito (FTA), Gabinete de Transporte de Kentucky (KYTC), Departamento de Carreteras de Virginia Occidental (WVDOH), Departamento de Transporte de Ohio (ODOT), Departamento de Transporte de los Estados Unidos (DOT) y Departamento de Justicia de los Estados Unidos (DOJ). Se puede presentar una queja ante la FHWA antes, durante o después de que se haya presentado la queja ante la Comisión Interestatal de Planificación de KYOVA.

### **Aceptación y / o Desestimación de Reclamaciones**

Cuando KYOVA recibe una consulta, comentario o queja, que alega o implica discriminación como se aborda en el Título VI de la Ley de Derechos Civiles de 1964, se envía una copia inmediatamente al Coordinador de KYOVA Título VI y al Administrador de la División de FHWA correspondiente. El Coordinador del Título VI de KYOVA es responsable de la documentación y el mantenimiento de los datos estadísticos requeridos. El Coordinador del Título VI y/o Director Ejecutivo de KYOVA y el Administrador de la División de FHWA (o la persona designada, en la Oficina de Derechos Civiles) discutirán el asunto para determinar si constituye una queja del Título VI. Si se determina que los problemas no cumplen con una queja de Título VI, el Coordinador de Título VI de KYOVA presentará la respuesta apropiada a la Sede de Derechos Civiles a través de la Oficina de la División de FHWA. Si se determina que el asunto constituye una queja de Título VI, el Coordinador de Título VI y/o Director Ejecutivo de KYOVA determinará la responsabilidad y la necesidad de información adicional. Los administradores/o designados de KYTC, WVDOH, ODOT, FHWA pueden solicitar información adicional y/o aclaración.

El Coordinador del Título VI de KYOVA responderá por escrito, acusando recibo de la(s) queja (s) dentro de los 10 días a partir de la fecha de recepción. Después de revisar la queja, el Coordinador del Título VI de KYOVA puede recomendar el rechazo de una queja por cualquiera de las siguientes razones:

1. la denuncia fue presentada inoportunamente;
2. La reclamación no alega una base cubierta por los estatutos de la que KYOVA es responsable;
3. La queja no alega ningún daño con respecto al programa o estatutos cubiertos;
4. El demandante solicita la retirada de la reclamación;
5. El denunciante no responde a las reiteradas solicitudes de información adicional necesaria para tramitar la denuncia;
6. No se puede localizar al denunciante tras intentos razonables;
7. El demandante no acepta una resolución razonable. Razonabilidad a ser determinada por la Oficina de HCT a través de la Oficina de División de FHWA apropiada;
8. El demandante ha presentado una acción legal en el Tribunal Federal de Distrito con la misma base y cuestión(s) involucrados en la queja; y
9. Las alegaciones del mismo denunciante han sido presentadas ante otra agencia federal, estatal o local.

La aceptación de una queja será determinada por lo siguiente:

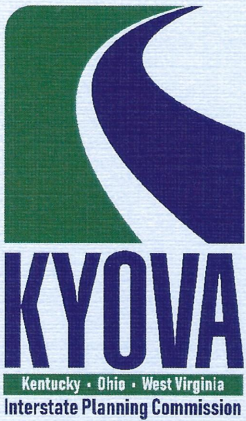
1. Presentación oportuna de la queja;
2. Si las acusaciones involucran una base cubierta como raza, color, sexo, edad, origen nacional, discapacidad o represalias; y
3. Si las acusaciones involucran un programa o actividad de un receptor de ayuda federal, subreceptor o contratista.

Todas las quejas recibidas por KYOVA se registrarán con fines de seguimiento.

### **Retiro de una queja**

El denunciante puede retirar su queja en cualquier momento después de la presentación y antes de que KYOVA emita una determinación o resolución. El demandante debe presentar un retiro por escrito a: KYOVA Interstate Planning Commission / Attn: Executive Director / 400 Third Avenue / Huntington, WV 25701.





## KYOVA TITLE VI NOTICE TO THE PUBLIC

KYOVA Interstate Planning Commission hereby gives notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and related Nondiscrimination authorities in all program and activities. It is KYOVA's policy that no person in the United States of America shall, on the grounds of race, color, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of our programs or activities receiving Federal financial assistance.

Any person who believes they have been subjected to discrimination under the Title VI and related nondiscrimination authorities has the right to file a complaint.

To request or receive additional information on its discrimination obligations, including its complaint procedures contact the person below or visit the KYOVA Office at the address listed below:

*DeAnna Holliday*  
Chair

*Christopher M. Chiles*  
Executive Director

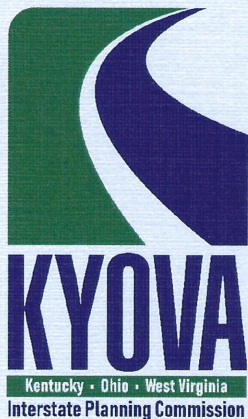
KYOVA Interstate Planning Commission  
Title VI Coordinator  
400 Third Avenue Huntington, West Virginia 25701  
Telephone: 304-523-7434  
Website: [www.kyovaipc.org](http://www.kyovaipc.org) (under Title VI Tab)

To file a discrimination complaint, the written complaint must be submitted to the address above within 180 calendar days of the alleged discrimination. Written complaints may also be submitted to the U.S. Department of Transportation/Federal Highway Administration (FHWA) no later than 180 calendar days after the date of the alleged discrimination, unless the time for filing is extended by the FHWA at the following address: Office of Civil Rights, Attention: Title VI Coordinator, Federal Highway Administration, 1200 New Jersey Avenue., SE, Washington, DC 20590 to accommodate limited English proficient individuals, oral complaints to be documented and/or translated may also be given at the above address.

*KYOVA Interstate*  
*Planning Commission*

*400 Third Avenue*  
*Huntington, WV 25701*  
*P.O. Box 939*  
*Huntington, WV 25712*  
*Tel: (304) 523-7434*  
*Fax: (304) 529-7229*





## KYOVA TÍTULO VI AVISO AL PÚBLICO

La Comisión de Planificación Interestatal de KYOVA notifica que es política de la agencia asegurar el pleno cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, la Ley de Restauración de Derechos Civiles de 1987 y las autoridades de no discriminación relacionadas en todos los programas y actividades. Es política de KYOVA que ninguna persona en los Estados Unidos de América, por motivos de raza, color, origen nacional se le excluya de la participación, se le nieguen los beneficios de, o se le opondrá a discriminación bajo cualquiera de nuestros programas o actividades que reciban asistencia financiera federal.

Cualquier persona que crea que ha sido objeto de discriminación en virtud del Título VI y las autoridades de no discriminación relacionadas tienen derecho a presentar una queja.

Para solicitar o recibir información adicional sobre sus obligaciones de discriminación, incluidos sus procedimientos de reclamación, póngase en contacto con la persona a continuación o visite la Oficina de KYOVA en la lista que se indica a continuación:

*DeAnna Holliday  
Chair*

*Christopher M. Chiles  
Executive Director*

Comisión de Planificación Interestatal de KYOVA  
Coordinador del Título VI  
400 Tercera Avenida  
Huntington, West Virginia 25701  
Teléfono: 304-523-7434  
Sitio web: [www.kyovaipc.org](http://www.kyovaipc.org) (ver ficha Título VI)

Para presentar una queja por discriminación, la queja por escrito debe presentarse a la dirección anterior dentro de los 180 días calendario de la supuesta discriminación. Las quejas escritas también pueden presentarse a los EE.UU. Departamento de Transporte/Administración Federal de Carreteras (FHWA) a más tardar 180 días calendario después de la fecha de la supuesta discriminación, a menos que la FHWA amplíe el tiempo de presentación en la siguiente dirección: Oficina de Derechos Civiles, Atención: Coordinador del Título VI, Administración Federal de Carreteras, 1200 New Jersey Avenue., SE, Washington, DC 20590 para acomodar a personas competentes en inglés limitadas, quejas orales que se deben documentar y/o traducir también pueden ser dadas en la dirección anterior.

*KYOVA Interstate  
Planning Commission*

*400 Third Avenue  
Huntington, WV 25701  
P.O. Box 939  
Huntington, WV 25712  
Tel: (304) 523-7434  
Fax: (304) 529-7229*



# RECORD OF TITLE VI INVESTIGATIONS, COMPLAINTS, OR LAWSUITS

There are no current lawsuits or complaints alleging discrimination on the basis of race, color, or national origin filed against KYOVA Interstate Planning Commission.

There have not been any lawsuits or complaints alleging discrimination on the basis of race, color, or national origin filed against KYOVA Interstate Planning Commission within the past five (5) years.

An example of KYOVA’s *Title VI Complaint Log* is shown below and can be found in *Appendix B*. If a Title VI complaint is made against KYOVA, it will be logged and kept on record at the KYOVA office by the Title VI Coordinator.

Illustration 1: KYOVA Title VI Complaint Log Sampling

KYOVA Interstate Planning Commission Title VI Complaint Log						
Case Number	Investigator	Complainant	Protected Category	Date Filed	Date of Final Report	Disposition

## PROGRAM AND PROJECT REVIEW

As one of two Metropolitan Planning Organizations (MPOs) for the Huntington, WV-KY-OH Urbanized Area, KYOVA facilitates the transportation policy development, planning, and programming for the West Virginia counties of Cabell and Wayne; the Kentucky counties of Boyd and Greenup; and the urbanized area of Lawrence County, Ohio. This includes development of the long-range Metropolitan Transportation Plan (MTP) and the short-range Transportation Improvement Program (TIP), among other specific highway, street, transit, bicycle, and pedestrian plans. The plans include a demographic profile and most document the potential impacts of projects on disadvantaged populations. If a concern were to arise, based on a public complaint or observation by a staff member, appropriate steps would be taken to review the plan and mitigate the concern.

All plans, policies, and guidance manuals developed by KYOVA are updated regularly to include current and relative demographic data and federal regulations. When updates occur, policy and guidance manuals are reviewed to determine Title VI compliance. Significant change will result in the documents to be modified to reflect the most up-to-date information. KYOVA is responsible for the following under Title VI which are detailed throughout this document.

- Collecting and analyzing data on minority and low- income populations to determine potential impact of proposed plans, programs, and projects.
- Ensuring all contract documents contain the appropriate Title VI provisions.
- Consulting with the Executive Director or Title VI Coordinator when complaints are received, or issues arise during a public hearing/meeting.
- Ensuring all people are treated equitably regardless of race, color, or national origin.
- Monitoring Title VI accomplishments, notifying the Title VI Coordinator of program areas and summarizing activities for inclusion in the Title VI Plan Update.
- Developing and updating internal policies and procedures to ensure Title VI compliance during all phases of projects and activities.
- Ensuring that all business pertaining to the selection, negotiation, and administration of consultant contracts and agreements is accomplished without discrimination based on race, color, or national origin.
- Ensuring that efforts are made to include minority and women owned business in consideration for contracts.
- Ensuring that internal and external publications and all other relevant communications disseminated to the public include the Title VI policy reference.
- Providing reasonable accommodation, information in the appropriate language or interpreters as needed for individuals with disabilities and LEP persons.

#### **Program Areas or Activities Subject to Title VI**

KYOVA program areas with Title VI responsibilities include the following: Federal Highway Planning Funds (PL) for the states of Kentucky, Ohio, and West Virginia; FTA Section 5303 Planning Funds administered annually through KYTC Office of Transportation Delivery, ODOT Division of Transit and WV Division of Transit and included in the Unified Planning Work Program; FTA Section 5310 funds provided to Huntington, WV-KY-OH Transportation Management Area (TMA); KYOVA Finance Department/Human Resources; and contracts specifically for transportation planning activities funded through federal and/or state funds.

#### **Title VI Training**

KYOVA provides and monitors training for KYOVA employees – there are no subrecipients. No discrepancies relating to Title VI/LEP/EJ were noted by either the Federal or State reviewers during KYOVA’s latest Certification Review in FY 2019. Newly hired KYOVA Staff are provided Title VI training during their first year of employment. All other staff receive training on an annual basis at the discretion of the Executive Director and/or the Title VI Coordinator. Staff last completed training in November 2022 through a self-directed on-line module developed by KYOVA. The on-line training was developed during COVID-19 restrictions and is found to be effective post COVID. In the event any identified trend or patterns of discrimination occurred, KYOVA’s Title VI Coordinator would investigate and take necessary actions as outlined in the *KYOVA TITLE VI COMPLAINT PROCEDURES*.

#### **Title VI Special Emphasis Areas**

The primary charge of the MPO is to ensure a continuing, cooperative, and comprehensive transportation planning process necessary to support informed decision making. Throughout this process MPO staff works to ensure that proper program reviews and procedures are followed. The key deliverables of KYOVA’s planning process include KYOVA’s Title VI Special Emphasis Areas and are noted below.



- Development of an annual work program to address the issues and concerns of local government, area industry, residents and interested stakeholders
- Timely delivery and management of a fiscally constrained short range capital improvement plan known as the Transportation Improvement Program (TIP)
- Ongoing support of a long range transportation plan, referred to the Metropolitan Transportation Plan (MTP) inclusive of policies, programs, and projects that target strategic transportation system investments necessary to ensure a safe, efficient transportation system into the future
- Planning and Management/Planning & Consultation
- Environmental Analysis
- Contract Administration
- Professional Services
- Research
- Design
- Right of Way
- Construction
- Maintenance

Environmental Justice and Title VI are collectively addressed by the MPO throughout these documents by:

- Ensuring the MTP and TIP comply with Title VI.
- Identifying residential, employment, and transportation patterns of low income and minority populations in order that their needs can be identified and addressed.
- Assuring that the burdens and benefits of transportation investments can be fairly distributed.
- Conducting a public involvement process that engages minority and low income populations in transportation decision-making.

## **COMPLIANCE/NONCOMPLIANCE REVIEW**

The Title VI Coordinator periodically meets with KYOVA’s Executive Director and Staff to review the policies and procedures relative to Title VI. This includes, but is not limited to, a review of files and statistics of complaints received for investigation and services offered to recipients and beneficiaries of KYOVA’ services.

KYOVA receives federal program funds and assembles program/project data. Self-surveys are completed for each of the three state DOT’s (West Virginia, Kentucky, Ohio). The self-surveys examine all facets of the programs offered by KYOVA. Each state conducts onsite reviews and assessments on a regular schedule, usually triennially. The surveys and/or onsite reviews help identify programs that are not in compliance with Title VI. An investigation will be conducted by the Title VI Coordinator if any areas found to be non-compliant. Action items from the self- survey and those efforts put forth to bring KYOVA into compliance will be documented. Documentation will include correspondence, resolution(s), and corrective action(s).

In the event of noncompliance with this plan, or applicable regulations and laws are determined to have been violated through a complaint investigation or through the self-survey process, KYOVA will make every effort to attain full compliance.

KYOVA’s Title VI Coordinator shall notify the Executive Director and/or the Deputy Executive Director in the event a complaint investigation, compliance review or self-survey indicates noncompliance. The notification shall state the condition of noncompliance, recommended approach to correct the situation, and the period for the response and corrective action. The Title VI Coordinator may conduct interviews and consult with staff regarding the correct approach to remedy noncompliance.

### Monitoring and Updating the Title VI Plan

At a minimum, KYOVA will review and evaluate the plan annually to ensure compliance of federal laws and various nondiscrimination regulations. KYOVA will make appropriate changes, as needed, to ensure effectiveness. For questions or concerns regarding KYOVA’s commitment to nondiscrimination or to request Title VI assistance, contact Dannielle Slusher, Finance/Office Manager/Title VI Environmental Justice Officer, at (304) 523-7434 or by email at [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org).

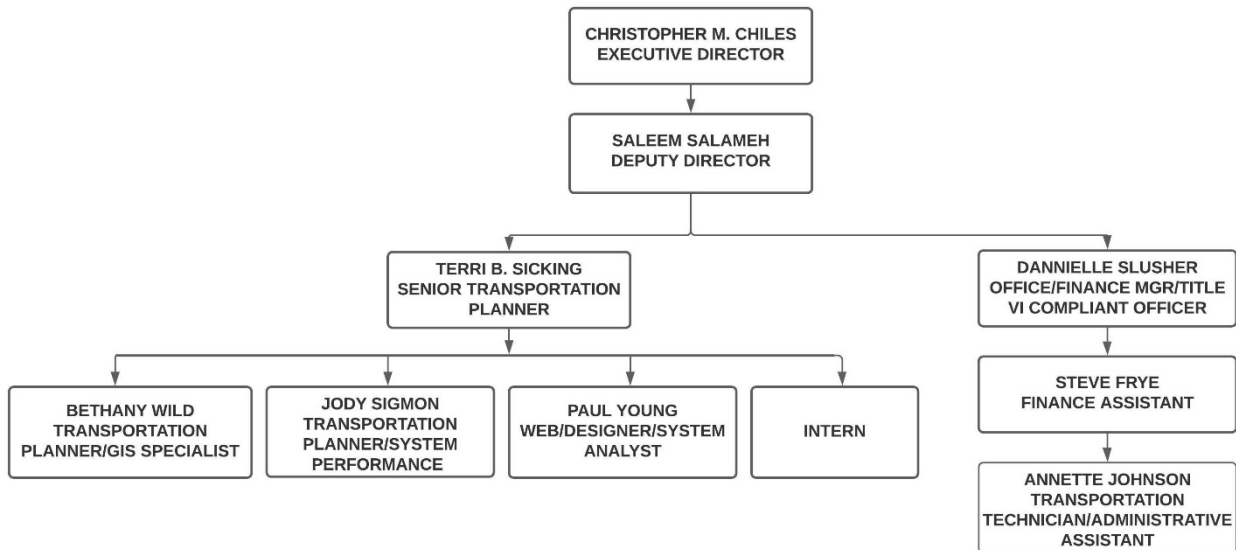
## TITLE VI ORGANIZATION AND STAFFING

KYOVA Interstate Planning Commission includes the Executive Director, the Deputy Executive Director, and a staff of Transportation Planners. Being a staff of less than 10, all employees work closely on most projects. For this reason, Civil Rights responsibilities are held by all staff members by ensuring that each plan and program considers the potential impacts to all individuals in the planning area.

KYOVA’s Title VI/ADA Coordinator role is held by the Finance/Office Manager/Title VI Environmental Justice Officer. The Title VI/ADA Coordinator is the main point of contact for all Civil Rights issues from the public as well as enforcement of the Title VI requirements. The Coordinator also provides Title VI, LEP, and ADA training to employees annually, assists all staff members regarding Civil Rights, and is responsible for developing Title VI, LEP, and ADA plans, reports, and surveys. KYOVA’s Organizational Chart is shown below.

### KYOVA INTERSTATE PLANNING COMMISSION

#### ORGANIZATIONAL CHART 2023



## **KYOVA MPO Policy and Technical Committees**

KYOVA's MPO Technical Advisory Committee (TAC) consists of a variety of organizations representing one of the six categories: City/County/State Government, Regional Government/Organizations, Public/Private Transportation, Non-Profits/Social Services, and Private Business. Each organization receives TAC meeting agendas, memos, and minutes prior to scheduled meetings. Attendance at the TAC meetings fluctuates from meeting to meeting.

KYOVA's MPO Policy Committee (PC) meets quarterly. The PC has governing authority over the MPO and is comprised of members as outlined in the KYOVA By-laws. Title VI pages VI through VIII list each of the organizations represented on the MPO Technical Advisory Committee and Policy Committee.

To accommodate schedules and individual's needs, both PC and TAC meetings may be held virtually. All meetings are open to the public.

## **Staff Training**

On an annual basis, at least one KYOVA staff member, (usually the Title VI/ADA Coordinator), attends Title VI/ADA training. The Ohio Department of Transportation (ODOT) and the Kentucky Transportation Cabinet (KYTC) provide annual Title VI and ADA training that typically cover various aspects of Title VI, including LEP Planning and Environmental Justice. Additionally, KYOVA may attend training hosted by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), West Virginia Department of Transportation (WVDOT), or other in-person or web-based/online training and resources.

KYOVA's Title VI/ADA Coordinator, or other designated staff, provides annual in-house staff training. New employees will be provided with training at the earliest time possible and/or with the annual staff training. Training opportunities will be provided in-person and/or virtually to accommodate staff schedules and/or conditions relating to pandemic situations such as COVID-19. This training provides an overview of the Federal regulations and requirements, a summary of KYOVA's Title VI responsibilities, a review of KYOVA's Public Notice and Complaint Procedure, along with the process to follow in case of a filed complaint. After the review, staff will discuss any issues that may have arisen over the past year or any foreseeable issues over the next year. If it is determined there may be a real or potential issue, the Title VI Coordinator will work with the appropriate staff to resolve the issue. If a formal complaint from the public or other organization was received, the Title VI Coordinator will notify KYOVA's Executive Director and work with the appropriate staff to alleviate the issue. The Title VI Coordinator and the Executive Director will issue a formal response to the complainant. The complaint will be filed in the Title VI Complaint Log in the Appendices of the Title VI Implementation Plan. The Title VI Coordinator may review and discuss potential concerns with staff at any time.

## **Sub-Recipient Review**

KYOVA does not have any sub-recipients. However, if and when there are any, KYOVA may review their Title VI and LEP Planning efforts of its sub-recipients when the local public agency (LPA) requests transportation funding through on-site visits and desk audits. If it is thought that the LPA has an inadequate Title VI/LEP process/document KYOVA will assist the LPA by providing resources for the necessary updates/corrections.

## **Dissemination of Title VI Information**

KYOVA will disseminate Title VI Program information to employees, contractors, sub-recipients, and beneficiaries, as well as to the public. A variety of public notifications and participation procedures will be used to encourage the early and continuous involvement of citizens, communities and others interested in the planning process and decisions of KYOVA – see pages 5-8 for English and Spanish Title VI Complaint Procedures.

## **PUBLIC PARTICIPATION**

### **Inclusive and Meaningful Participation**

KYOVA strives to ensure all individuals within the Metropolitan Planning Area are afforded an opportunity to be informed and involved in transportation planning decisions. KYOVA's Participation Plan details the specific steps taken to ensure public outreach and involvement in KYOVA's MPO plans and projects. The Plan can be found on KYOVA's website ([kyovaipc.org](http://kyovaipc.org)).

The Participation Plan identifies two methods for public outreach: general outreach and targeted outreach. General outreach methods include providing information on the MPO website, Facebook, Twitter, Instagram pages, public notices in local newspapers, notices on city/county websites, notices at bus terminals and on buses, and other methods as appropriate.

Targeted outreach depends on the specific plan or project. The Participation Plan has identified Targeted Outreach Areas (TOA) based on U. S. Census data. The TOAs identify concentrations of traditionally underserved or disadvantaged populations. This includes individuals below poverty, seniors, minorities, Hispanic populations, individuals with Limited English Proficiency, individuals with a disability, and households with no vehicles. Plans developed by KYOVA that require multiple public meetings will strive to have a least one meeting within a TOA. If a project directly impacts a TOA, additional forms of outreach may be used to ensure participation by residents. Maps of TOAs and a description of the process for identifying them can be found in the Participation Plan's Demographic profiles.

KYOVA's Technical Advisory Committee (TAC), Policy Committee (PC), and working groups include a variety of local organizations. These organizations represent neighborhood residents, low-income individuals, individuals with a disability, minority groups, and advocacy groups. Title VI Pages III to VI includes a list of the Policy and Technical Advisory Committee members as well as the organizations they serve.

The general public is afforded the opportunity to participate and provide feedback at the quarterly scheduled MPO Technical Advisory Committee (TAC) and/or Policy Committee (PC) meetings. For those unable to attend the meetings, the Policy Committee meetings are recorded and can be accessed through a link on the KYOVA website. TAC minutes are available in text format on the KYOVA website.

Public comments and inquiries about transportation projects are always welcome. During office hours (Monday through Friday between 8:30 a.m. and 4:30 p.m.) individuals may visit the KYOVA office at 400 Third Avenue, Huntington, WV 25701, call 304-523-7434, email staff, or provide comments through KYOVA's website -[www.kyovaipc.org](http://www.kyovaipc.org) (go to *About Us* Tab and Click on the email located at the bottom of the page: [info@kyovaipc.org](mailto:info@kyovaipc.org)). All comments/suggestions/grievances will be provided to the appropriate staff member (Title VI Coordinator, Executive Director, or planning staff).

## **Title VI Public Involvement Survey**

A *Title VI Public Involvement Survey* is made available to attendees at KYOVA's public involvement meetings and open houses. Attendees are made aware that the survey is voluntary, but useful to ensure that KYOVA's outreach efforts are reaching as many residents as possible. The *Survey* responses will help KYOVA determine if an appropriate mix of people, based on age, race/ethnicity, income, and disability, are attending the public involvement events. A copy of the *Survey* can be found in *Appendix C*.

## **REGIONAL DEMOGRAPHIC PROFILE**

### **DATA COLLECTION/REPORTING/ANALYSIS**

Demographic data based on race, color, national origin, sex, age, disability, income, and language spoken is gathered, analyzed, and updated periodically to determine potential impacts of projects within the region's population. The demographic data is mapped to identify possible locations of concentrated areas of disadvantage populations or possible Targeted Outreach Areas (TOAs). New projects planned by KYOVA and/or its subrecipients are mapped and may be compared to areas of potentially disadvantaged populations to determine if a potential impact may occur. Analysis of the data collected by the program emphasis areas may include:

- The race, color, national origin, sex, age, disability, income and LEP of the population eligible to be served.
- Socioeconomic assessment to evaluate project's potential impacts to the human environment.
- Persons to include in the decision-making process.
- Percent of benefits allocated to persons below the poverty line vs. persons above the poverty line.
- Distribution of benefits (dollars, facilities, systems, projects) to groups and communities.
- Projected population increases versus planned facilities and types of facilities.
- Language needs assessment.
- Transportation needs of all persons within boundaries of plans or projects.
- Strategies to address impacts.
- The manner in which services are or will be provided and the related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination.
- The location of existing or proposed facilities connected with the program and related information for determining whether the location has or will have the effect of unnecessarily denying access to any persons on the basis of prohibited discrimination.
- The present or proposed membership, by race, color, national origin, sex, disability, and age, in any planning or advisory body which is an integral part of the program.
- Strategies to disseminate information.

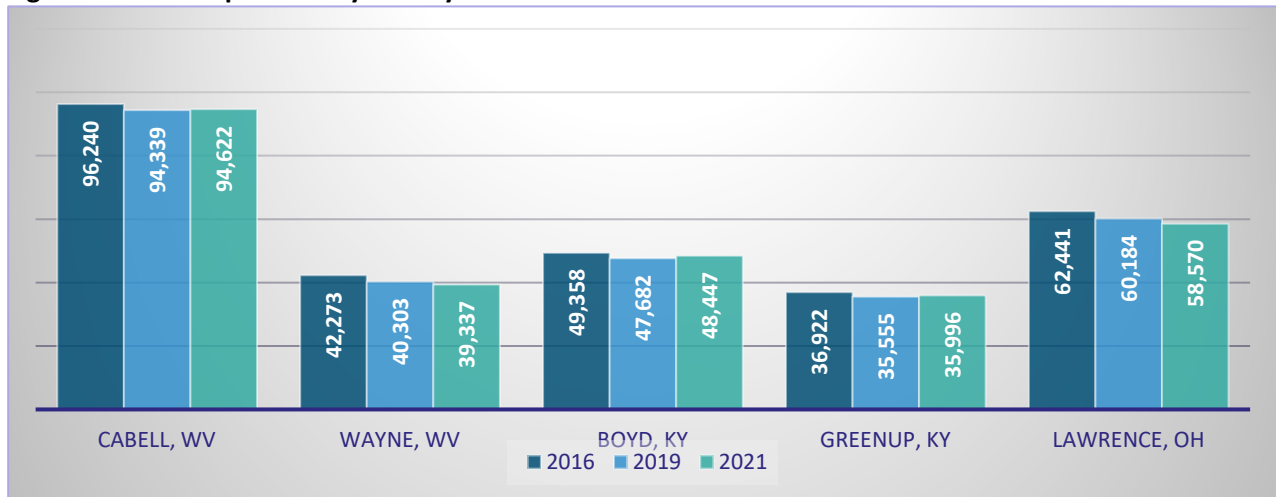
The following sections provide an overview of the demographics for KYOVA's planning area of the Huntington, WV-KY-OH Urbanized Area which consist of the West Virginia counties of Cabell and Wayne, the Kentucky counties of Boyd and Greenup, and the urbanized portion of Lawrence County, Ohio.

Demographic data was obtained from the U. S. Census website. Demographic data from the 2020 Census, the 2021 and 2016 American Community Survey (ACS) 5-year-Data Profiles were used. The ACS data is released in 1-year estimates and 5-year estimates. The *(ACS) 5-Year Estimate Data Profiles* were used for this document.

## Total Population

The 2021 American Community Survey (ACS) 5-year Data Profiles estimates the five-county population as 276,972; the 2019 ACS 5-year Data Profiles estimated the five-county population as 278,063 and the 2016 ACS 5-year Data Profiles estimated the population as 287,234 (Note: KYOVA's planning boundary includes the majority of the Huntington, WV-KY-OH Urbanized Area; however, a small area falls within in Putnam County, West Virginia where the planning is conducted by the Regional Intergovernmental Council (RIC). Additionally, only the urbanized portion of Lawrence County, Ohio falls within the KYOVA planning boundary. The data indicates that the total population is experiencing a decline. Between the 2021 and 2016 it is estimated that the Huntington, WV-KY-OH Urbanized Area experienced a 3.57 percent decline in population. *Figure 1* illustrates the total population by county as estimated in the 2021, 2019, and 2016 ACS 5-year Estimate Data Profiles.

**Figure 1: Total Population by County**



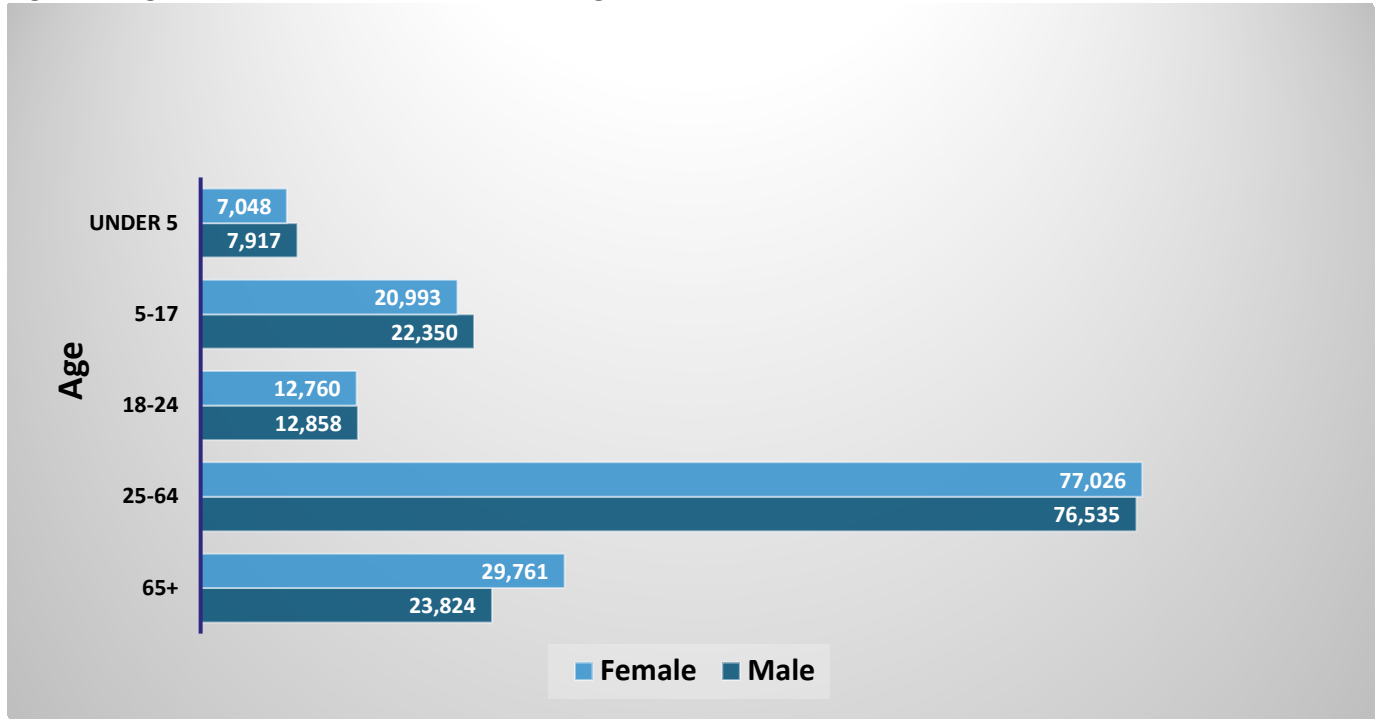
Data Sources: U. S. Census Bureau (2021). DP05-Demographic and Housing Estimates 2017-2021/2015-2019/2021-2016 American Community Survey 5-year Estimates

## Age and Gender

The 2021 American Community Survey (ACS) 5-year Estimate Data Profiles indicated the female population is slightly greater than the male population at 50.7% and 49%, respectively. The 2021 American Community Survey (ACS) 5-year Estimate Data Profiles shows that the population is slowly aging with a median age of 42.1 compared to the 2019 and 2016 median age of 42.1 and 49.3, respectively. The 65+ total population increased by approximately 6.3% between the 2016 and 2021. *Figure 2* illustrates the gender and age of the KYOVA planning area as reported in the 2021 ACS 5-year Estimate Data Profiles.



**Figure 2: Age and Gender of the KYOVA Planning Area**

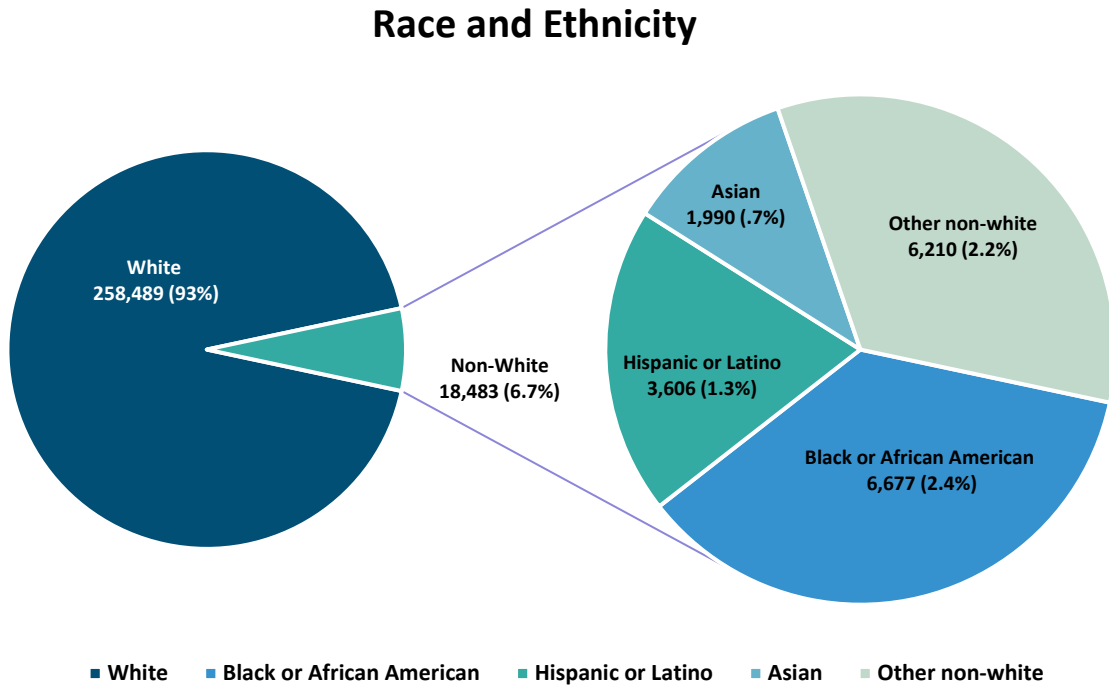


Data Source: U. S. Census Bureau (2021). S0101-Age and Sex 2017-2021 American Community Survey 5-year Estimates

## Race and Ethnicity

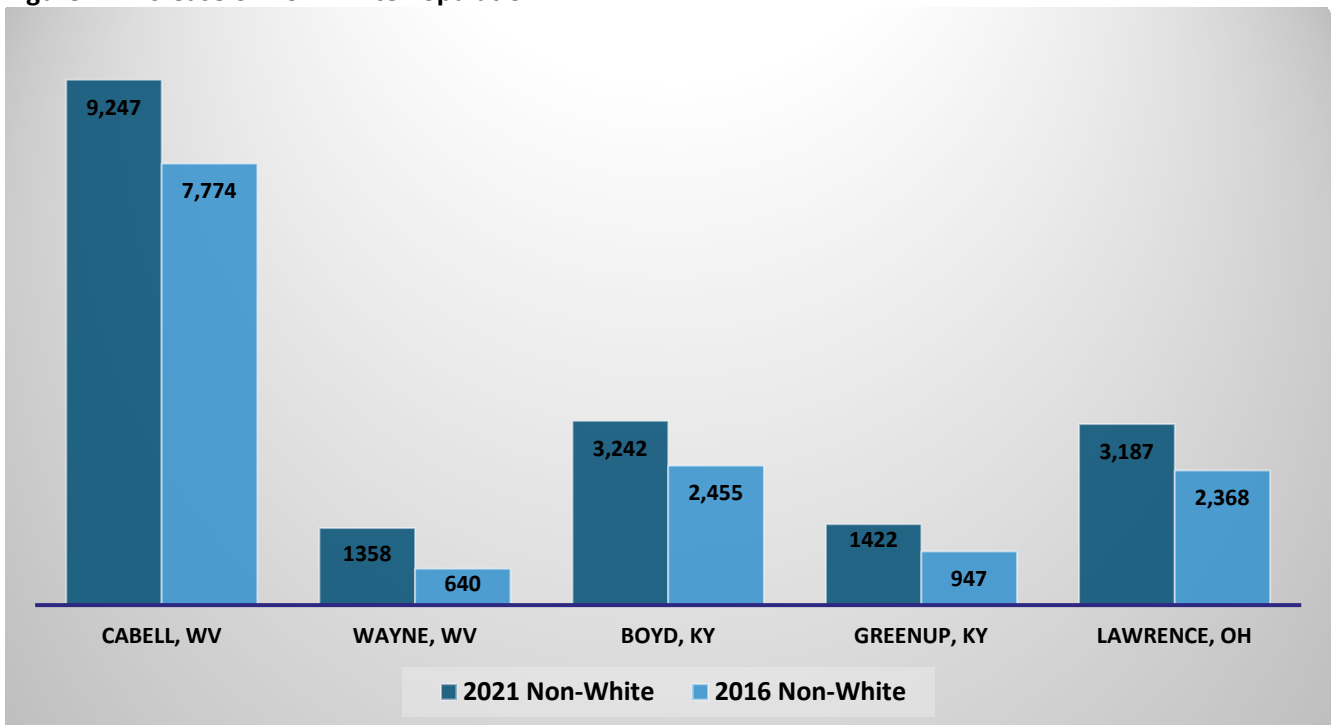
According to the 2021 American Community Survey (ACS) 5-year Estimate Data Profiles, KYOVA’s Planning Area is more diverse than the region as a whole. Detailed Census Tract data can be reviewed in *Appendix D*. However, based on county level data, Cabell County, West Virginia has the highest non-white population within KYOVA’s planning area at 9.8% followed by Boyd County, Kentucky at 6.7%. Based on the 2021 and 2016 American Community Survey (ACS) 5-year Data Profiles the five counties within KYOVA’s planning area have experienced an increase in non-white population. *Figure 3* illustrates the Race and Ethnicity, and *Figure 4* compare the non-white population from the 2016 and 2021 ACS 5-year Estimate Data Profiles.

Figure 3: Race and Ethnicity



Data Source: U. S. Census Bureau (2021). DP05-Demographic and Housing Estimates 2017-2021 American Community Survey 5-year Estimates

Figure 4: Increase of Non-White Population

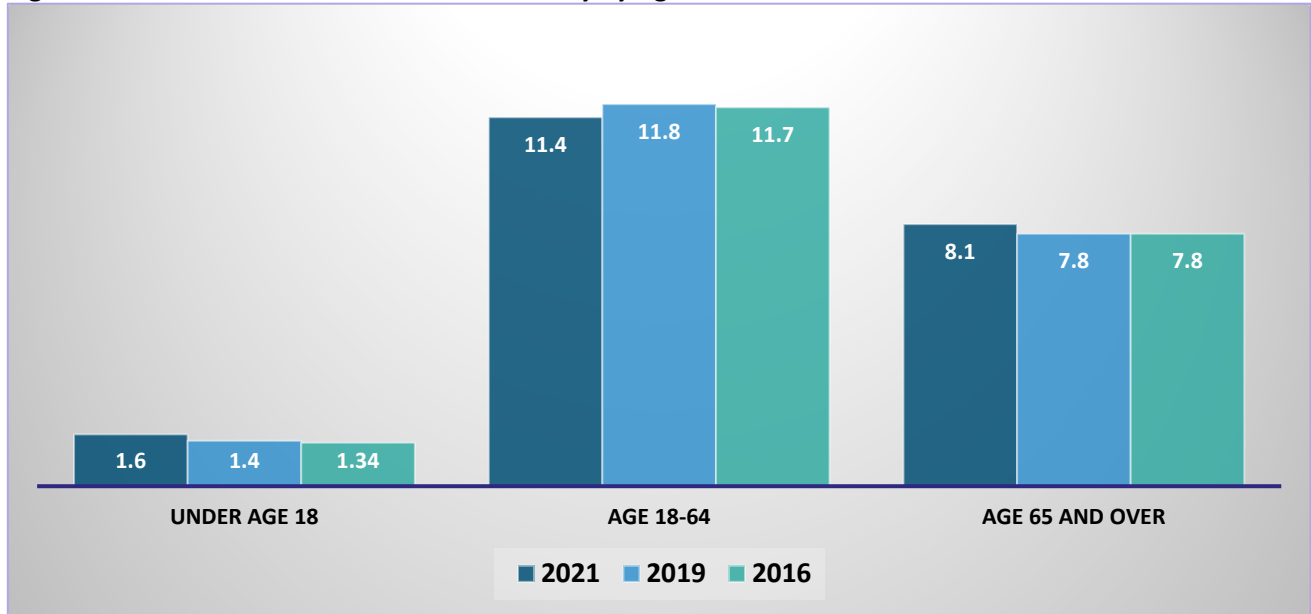


Data Source: U. S. Census Bureau (2021). DP05-Demographic and Housing Estimates 2017-2021/2012-2016 American Community Survey 5-year Estimates

## Individuals with a Disability

Approximately 21% or 58,436 persons within KYOVA’s Planning Area had some type of disability at the time of the 2020: American Community Survey (ACS) 5-year Estimate Data Profiles. This includes 1.5% of children under 18; 11.6% of adults aged 18-64; and 8.7% of seniors aged 65+ for the Total Civilian Noninstitutionalized Population. The data indicates that the disability rate has held steady with no major increase or decrease of individuals with a disability in each age category between the 2016, 2019, and 2021 American Community Survey (ACS) 5-year Estimate Data Profiles. However, it is noted that the age 65+ had a greater growth than in the comparative years. *Figure 5* compares 2016, 2019, and 2021 (ACS) 5-year Estimate Data Profiles as percent of individuals with a disability by age.

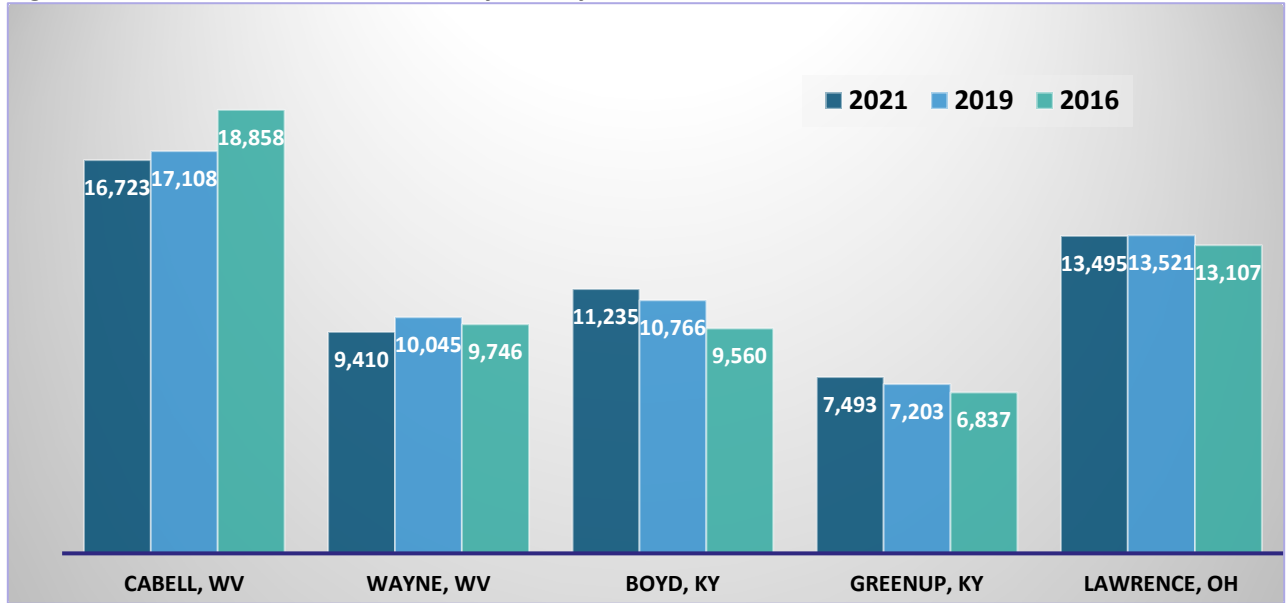
**Figure 5: Percent of Individuals with a Disability by Age**



Data Source: U. S. Census Bureau (2021). S0101-Age and Sex 2017-2021/2015-2019/2012-2016 American Community Survey 5-year Estimates

*Figure 6* illustrates the comparison of disabilities by county between the data series of the 2021, 2019, and 2016 ACS 5-year Estimate Data Profiles. Boyd and Greenup Counties, Kentucky experienced a slight increase while the other three counties, Cabell and Wayne, West Virginia and Lawrence County, Ohio have decreased or remained fairly constant from the previous years of 2016 and 2019.

**Figure 6: Individuals with Disabilities by County**

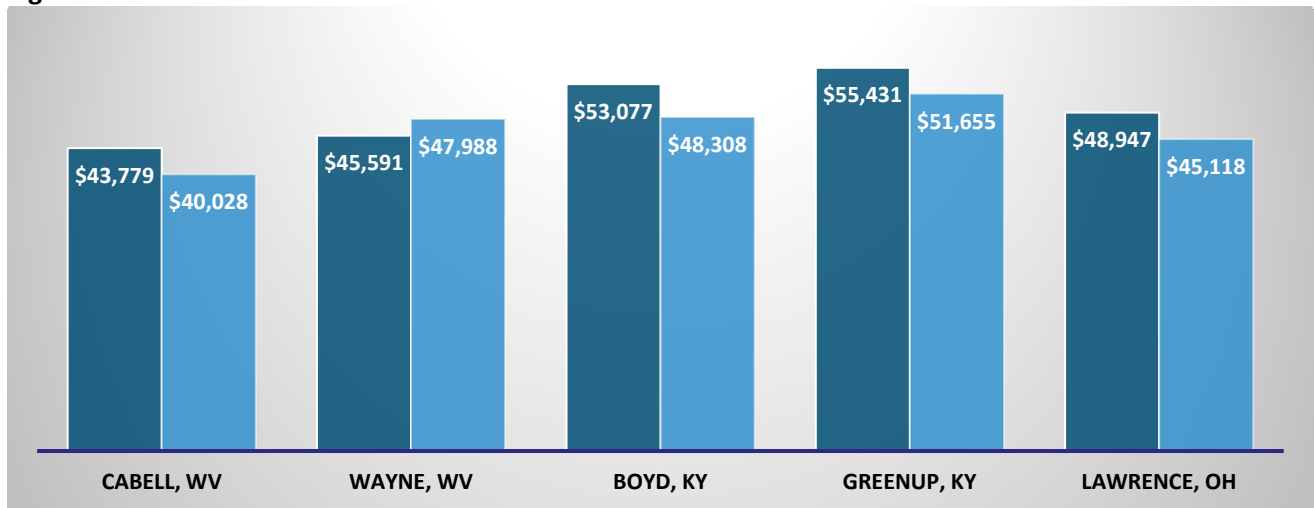


Data Source: U. S. Census Bureau (2021). *S1810-Disability Characteristics 2017-2021/2015-2019/2012-2016 American Community Survey 5-year Estimates*

## Household Income

The median household income for the five counties within KYOVA’s Planning Area, as provided in the 2021 (ACS) 5-year Estimate Data Profiles, was \$49,365 compared to \$44,619 from the 2019 (ACS) 5-year Estimate Data Profiles. The KYOVA region 2021 averaged median household income is lower than both the Kentucky counties of Boyd and Greenup at \$53,077 and \$55,431, respectively. Cabell and Wayne Counties, West Virginia and Lawrence County, Ohio fall below the region’s median household income. *Figure 7* highlights the 2021 and 2019 (ACS) 5-year Estimate Data Profiles median household income by county.

**Figure 7: 2021 Median Household Income**



Data Source: U. S. Census Bureau (2021). *DPO3-Selected Economic Characteristics 2017-2021/2015-2019 American Community Survey 5-year Estimates American Community Survey*

## Poverty

Individuals in poverty is defined as all of the people that live within a household in poverty and is set by the U. S. Census Bureau. The more people living in a household, the higher the poverty threshold. Based on the Poverty Thresholds for 2021 (see *Table 1* below), a family of four must have an annual income greater than \$27,740 (highlighted below in **yellow**) to be considered above poverty, while a family of six must have an annual income greater than \$37,161 (highlighted below in **blue**) to be considered above poverty.

**Table 1: Poverty Thresholds by Size of Family and Number of Related Children Under 18 Years (2021)**

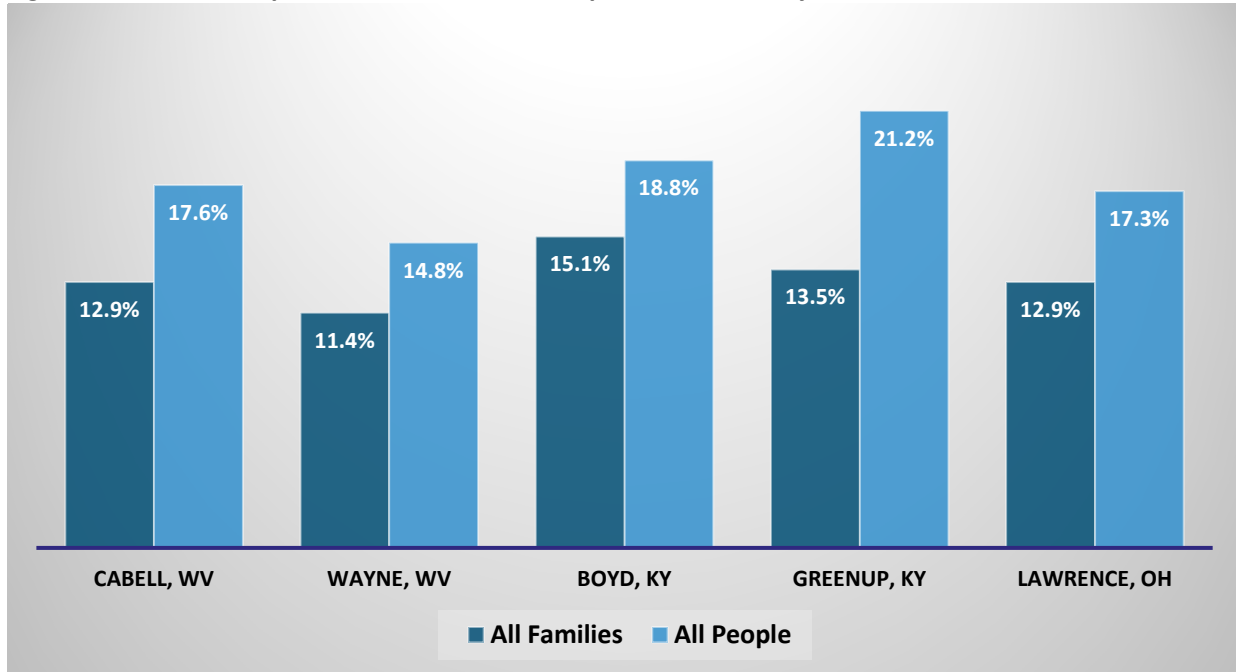
Size of Family Unit	Weighted Average	Related children under 18 years								
		None	One	Two	Three	Four	Five	Six	Seven	Eight +
1 person	\$13,788									
Under 65	\$14,097	\$14,097								
65 and over	\$12,996	\$12,996								
2 people	\$17,529									
HHer under 65	\$18,231	\$18,145	\$18,677							
HHer 65 & over	\$16,400	\$16,379	\$18,606							
3 people	\$21,559	\$21,196	\$21,811	\$21,831						
4 people	<b>\$27,740</b>	\$27,949	\$28,406	\$27,479	\$27,575					
5 people	\$32,865	\$33,705	\$34,195	\$33,148	\$32,338	\$31,843				
6 people	<b>\$37,161</b>	\$38,767	\$38,921	\$38,119	\$37,350	\$36,207	35,529			
7 people	\$42,156	\$44,606	\$44,885	\$43,925	\$43,255	\$42,009	\$40,554	\$38,958		
8 people	\$47,093	\$49,888	\$50,329	\$49,423	\$48,629	\$47,503	\$46,073	\$44,585	\$44,207	
9+ people	\$56,325	\$60,012	\$60,303	\$59,501	\$58,828	\$57,722	\$56,201	\$54,826	\$54,485	\$52,386

Data Source: U. S. Census Bureau (<https://www.census.gov/data/tables/time-series/demo/income-poverty/historical-poverty-thresholds.html>)

Note: HHer=Householder

According to the *2017-2021: American Community Survey (ACS) 5-year Estimate Data Profiles – DP03-Selected Economic Characteristics*, Boyd County, Kentucky had the highest percent “All Families” in poverty at 15.1 percent while Greenup County, Kentucky had the highest “All People” with 21.2 percent. *Figure 8* below depicts families and people (individuals) whose income reflected in the 2021 American Community Survey (ACS) 5-year Estimate Data Profiles was below the poverty level.

**Figure 8: Percent People in Families and All People Below Poverty Level**

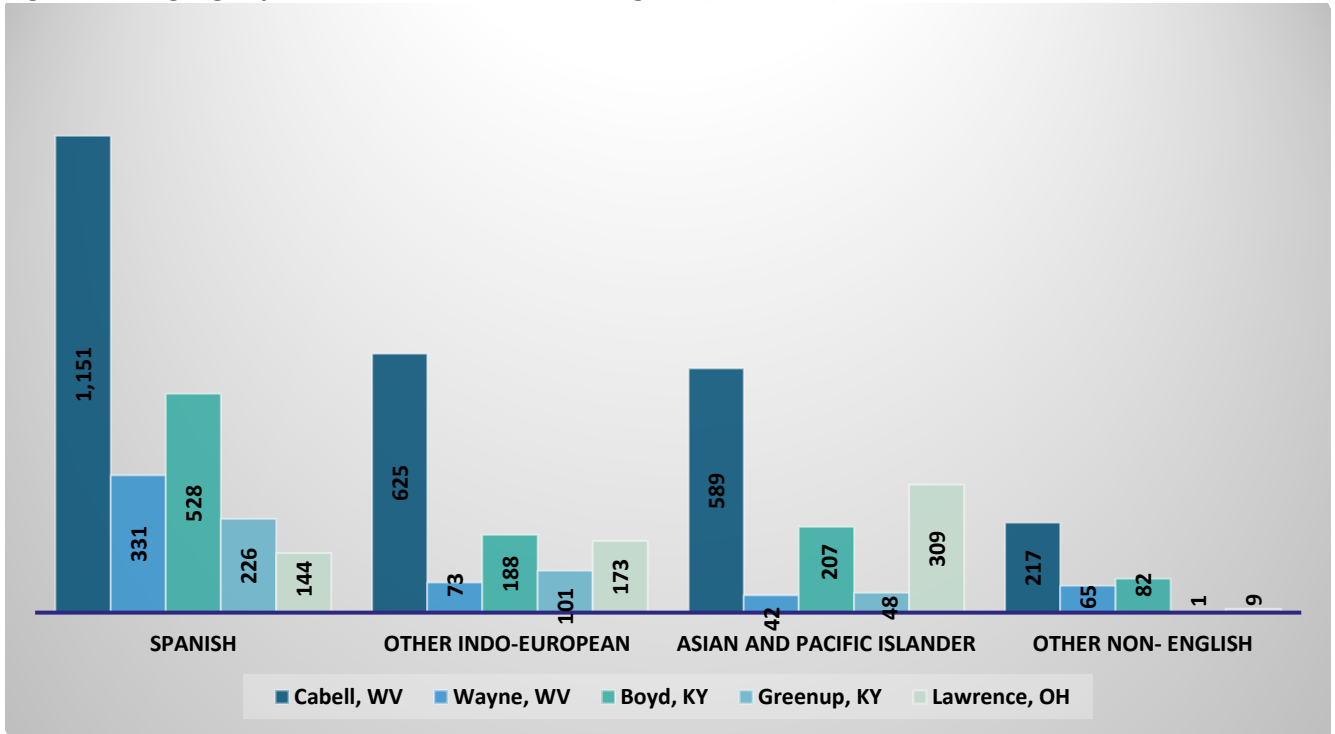


Data Source: U. S. Census Bureau (2021). DP03-Selected Economic Characteristics 2017-2021 American Community Survey 5-year Estimates

## Language and Languages Spoke as Percent of Total Population

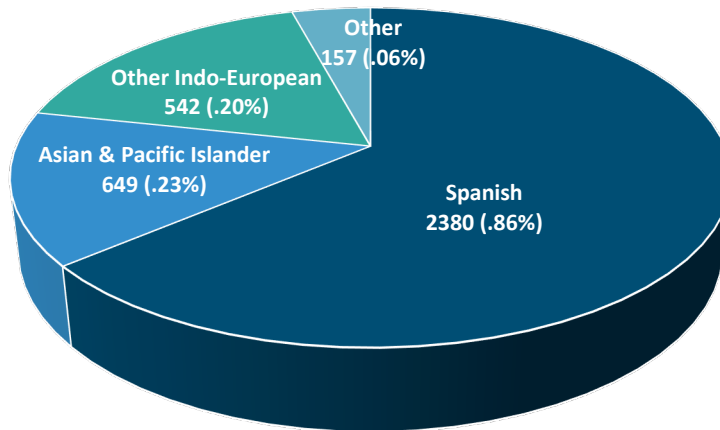
Most people in the United States speak English and most governmental functions are in English. The Census Bureau collects data on language use to know what languages to use, and where, to get information to people about public health, voting, safety, etc. According to the 2021 American Community Survey (ACS) 5-year Estimate Data Profiles there are 4,536 (1.6%) individuals aged 5 and older that speak a language other than English within the KYOVA Planning Area. Of those approximately 2,218 (0.8%) speak English “less than very well”. Of those that speak a language other than English, 0.73% speak Spanish, 0.46% speak other Indo-European languages, .35% speak Asian/Pacific Island Languages, and 0.1% speak other languages. *Figure 9* illustrates the population aged 5 and older for language spoken at home other than English and *Figure 10* illustrates the percentage of languages spoken other than English.

**Figure 9: Language Spoken At Home Other Than English (Individual)**



Data Source: U. S. Census Bureau (2021). *S1601-Language Spoken at Home 2017-2021 American Community Survey 5-year Estimates*

**Figure 10: Number and Percent Language Spoken At Home Other Than English (Percent of KYOVA Total Population)**



Data Source: U. S. Census Bureau (2021). *S1601-Language Spoken at Home 2017-2021 American Community Survey 5-year Estimates*

## Potentially Disadvantaged/Targeted Outreach Areas (TOA)

The process of outreach to the traditionally underserved involves identifying focus areas where large numbers of the population of the potentially disadvantaged live. KYOVA compiled demographic data and identified census tract-level focus areas (Targeted Outreach Areas-TOAs) for residents comprising each of the categories of the traditionally underserved. Individuals included in the potentially disadvantaged and/or TOAs include: the elderly (those 65 and older); minorities; persons in poverty; educational attainment; the disabled; households with no vehicles; and those who speak English “less than very well.”

To identify and document where to focus outreach efforts for those individuals as traditionally underserved, KYOVA determined that census tract level would provide the best scale for geographically locating these populations. Using the 2020: American Community Survey 5-Year Estimate Data Profiles from the U. S. Census Bureau, KYOVA staff collected data for the for each of the Census Tracts within Cabell and Wayne counties, West Virginia; Boyd and Greenup counties, Kentucky; and Lawrence County, Ohio in the following eight (8) categories:

- individuals below poverty;
- individuals age 65 and over;
- minority population;
- Hispanic population;
- high school graduate or higher;
- individuals with limited English proficiency (speak English “less than very well”);
- individuals with a disability; and
- households with no vehicle.

Using these eight (8) categories and the data from the 87 census tracts located within the KYOVA Planning Area, the average of each category was calculated. *Table 2* exhibits the five-county and regional average for each category. *Appendix D* provides detailed demographics for the five-county area by Census Tract.

**Table 2: County and Regional Average for Targeted Outreach Determination**

	West Virginia		Kentucky		Ohio	Regional Averages
	Cabell County	Wayne County	Boyd County	Greenup County	Lawrence County	
% Individuals/People Below Poverty	21.2	17.3	17.6	14.8	18.8	17.9
% Age 65 and Over	18.7	20.8	19.5	20.9	18.4	19.7
% Minority/Non-White	3.3	0.5	1.2	0.5	1.2	1.3
% Hispanic (of any race)	1.5	.07	1.9	1.1	1.0	1.2
% HS Graduate or Higher	89.3	81.7	88.3	90.2	92.3	88.7
% Who speak English “Less than very well”	0.9	0.3	0.8	0.4	0.3	0.5
% With a Disability, Age 5 and Over	17.9	24.0	23.9	21.0	17.3	17.9
% Households with No Vehicle	11.0	7.2	8.4	5.0	5.8	7.5

Data Source: U. S. Census Bureau (2021). *DP02/DP04/DP05 2017-2021 American Community Survey 5-year Estimates*

For each of the identified demographic characteristics, a regional average combining all five counties was found. This average is considered to be the *Potentially Disadvantaged Threshold*. If the percentage for a particular Census Tract exceeds this Threshold in more than one of these demographic categories, it may be considered to be a *Potentially Disadvantaged Area* or a potential *Targeted Outreach Area*.



Next, the demographic characteristics were added to an Excel database for all of the Census Tracts within the five counties. For each characteristic, the 15 high/low percentages were identified, and those Census Tracts were classified as one of four Potentially Disadvantaged Area Tiers. The Potentially Targeted Outreach Areas were identified based on the on the number of categories that exceeded the threshold, and are as follows:

- Tier 1: 6-7 Potentially Disadvantaged Thresholds
- Tier 2: 4-5 Potentially Disadvantaged Thresholds
- Tier 3: 0-3 Potentially Disadvantaged Thresholds

There are ten (10) Tier 1 Target Areas identified. Tier 1 indicates the highest potential need to provide supplemental outreach activities. There are 13 Tier 2; and 41 Tier 3 Target Areas that were identified that may require additional public outreach beyond the general public notices. 23 Census Blocks did not meet the requirements to be considered a Potentially Disadvantaged Area. Outreach activities will be dependent on the type of project undertaken by KYOVA. Table A-2 illustrates the data in tabular form.

While Households with Computers and Broadband Internet Subscriptions were not considered in the Focus Target the information has been included in Table A-3. This data may be used during consideration for projects and outreach activities to ensure the general public has the opportunity to participate virtually or to access information published on project websites.

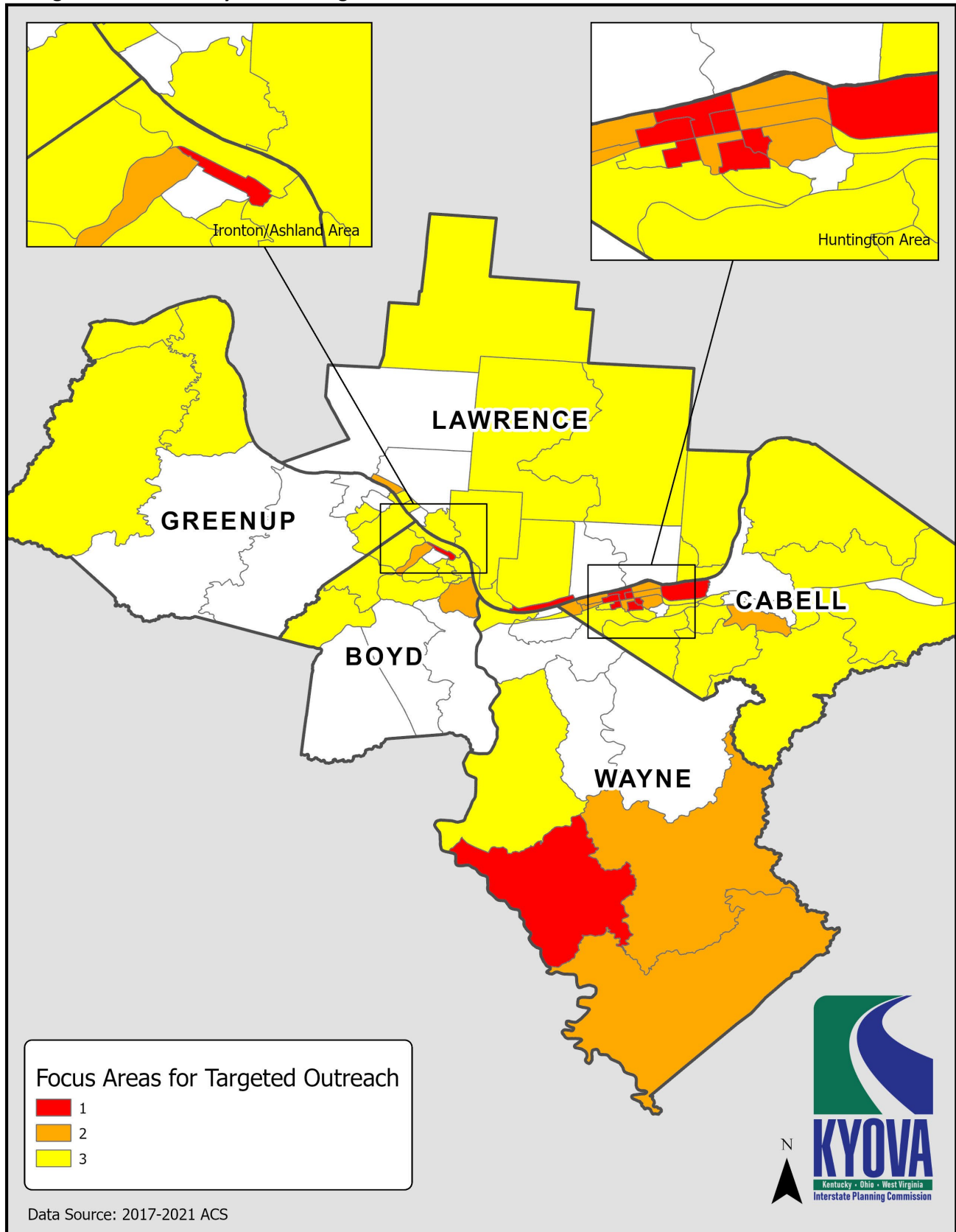
Table 3: Focus Areas for Potential Targeted Outreach

State	County	Census Tract/Area	% Below Poverty (All People)	% Age 65 and Older	% Minority (non-white)	% Hispanic	% HS Graduate or Higher	% Speaks English "Less Than Very Well"	% Disability	% HH with no vehicle	HH with Computer	HH w/broadband internet subscription	# average CT of top 15 in CT (blue cells)	Tier Rank (from top 15 focus areas)	
West Virginia	Cabell	Cabell	21.2	18.7	9.8	1.5	89.3	0.9	18.0	11.0	87.9	75.4			
		1.01	20.0	19.3	7.8	7.4	88.6	7.1	16.0	2.0	83.5	68.7	2	3	
		1.02	18.6	19.5	18.9	0.0	89.7	0.4	21.2	13.3	85.4	73.8	1	3	
		2	37.1	18.9	3.9	1.9	71.5	0.0	37.0	18.6	81.8	57.6	5	2	
		3	38.0	18.8	11.8	0.0	88.2	1.9	25.1	9.9	82.5	67.4	4	2	
		4	38.0	4.0	12.9	0.0	80.6	0.0	12.8	9.3	89.0	74.8	3	3	
		5	70.1	0.9	17.9	0.8	97.0	0.9	11.0	15.7	97.7	77.7	4	2	
		6	60.4	19.3	24.0	5.4	80.8	3.4	13.3	38.7	83.7	64.3	7	1	
		9	42.1	14.0	20.9	0.9	85.4	0.0	33.9	15.1	91.5	75.9	3	3	
		10	25.4	25.3	11.2	0.0	79.8	0.0	34.9	12.0	87.9	71.5	3	3	
		11	30.2	18.7	8.9	1.0	76.9	0.0	26.0	17.4	84.5	62.3	4	2	
		12	15.6	18.0	8.9	0.3	87.4	1.0	17.9	18.8	82.0	74.4	2	3	
		13	22.5	19.7	13.4	2.6	93.8	3.0	16.1	16.0	96.2	82.9	4	2	
		14	46.1	12.2	34.7	0.2	85.8	0.0	24.9	26.2	82.6	66.5	4	2	
		15	42.7	23.6	53.6	0.0	88.4	0.0	20.9	42.1	66.5	51.4	6	1	
		16	27.9	12.8	21.9	2.7	77.3	0.9	31.4	24.6	87.9	73.4	7	1	
		18	44.1	8.7	19.1	2.1	88.7	0.0	15.1	20.0	87.5	73.3	3	3	
		19	9.1	20.0	3.8	2.4	98.0	0.4	11.4	5.0	96.6	87.7	0	3	
		20	4.6	24.4	7.6	0.0	98.3	1.7	9.5	0.0	96.8	91.1	1	3	
		21	16.8	36.4	4.3	0.0	90.0	1.9	22.7	6.2	86.5	77.1	2	3	
		101.03	14.3	22.9	1.0	1.4	89.2	0.0	14.1	2.5	95.0	75.8	0	3	
		101.04	11.0	23.8	4.8	2.6	95.1	0.0	10.5	8.6	89.6	73.4	1	3	
		102.02	12.5	17.3	7.3	1.5	94.9	0.5	13.2	5.4	90.1	78.8	1	3	
		102.03	22.9	16.0	5.9	0.7	97.3	0.0	14.0	3.0	96.8	85.2	1	3	
		102.04	11.5	24.7	11.2	0.0	99.1	1.8	14.5	2.7	96.2	95.0	3	3	
		103	13.8	19.2	3.1	0.4	92.7	0.2	17.0	7.5	92.0	77.4	0	3	
		104.01	18.2	12.1	3.5	0.3	85.0	0.0	12.7	7.6	87.0	79.5	0	3	
		104.02	6.1	21.0	10.9	3.9	99.1	3.5	14.5	4.3	88.9	85.4	2	3	
		105	7.7	15.2	2.0	3.1	89.9	0.0	16.4	0.6	92.4	83.1	1	3	
		106	14.5	23.0	4.3	0.0	89.0	0.8	20.3	6.3	89.8	78.3	1	3	
		107.01	8.9	26.3	3.1	1.2	90.5	0.0	16.2	2.5	88.6	49.1	3	3	
		107.02	20.3	24.8	3.0	0.6	80.2	0.0	19.4	5.1	90.4	81.2	1	3	
		108.01	12.7	28.4	4.7	0.0	90.3	0.0	18.9	7.1	92.6	78.9	1	3	
		108.02	8.6	17.7	3.3	0.0	88.7	0.0	17.2	14.2	84.5	78.4	0	3	
		109	47.3	12.5	34.2	17.1	86.5	10.3	27.2	42.9	64.0	50.2	7	1	
		Wayne	17.3	20.8	3.5	0.7	81.7	0.3	24.0	7.2	84.0	73.0			
		51	17.1	20.4	4.4	0.4	93.8	0.2	23.5	4.9	93.0	83.0	0	3	
	52	28.2	19.6	4.1	0.0	83.1	0.0	21.9	18.2	81.3	63.4	3	3		
	201	18.9	21.4	10.7	2.4	85.3	0.0	16.8	3.6	93.2	89.5	0	3		
	203	16.7	26.8	5.0	0.0	86.6	0.2	28.2	5.4	84.3	74.0	2	3		
204	9.1	16.4	1.6	0.0	82.3	0.0	21.1	1.2	88.3	83.2	0	3			
205	16.3	22.4	4.1	0.8	83.6	0.0	20.6	8.1	78.2	66.6	2	3			
206	12.1	21.3	1.6	0.0	87.6	0.0	18.4	8.2	87.9	76.3	0	3			
207	14.2	19.6	0.1	0.0	84.2	1.7	23.7	3.3	85.3	73.4	1	3			
208	25.4	19.4	6.4	5.1	69.8	0.8	30.9	12.4	79.5	66.9	6	1			
209	25.4	30.1	5.2	0.0	73.9	0.0	30.4	8.9	79.3	55.8	5	2			
210	27.7	12.9	0.2	0.0	65.4	0.0	33.5	14.1	72.2	60.4	5	2			
Kentucky	Boyd	Boyd	12.9	19.5	6.7	1.9	88.3	0.8	23.9	0.1	90.6	85.3			
		302	20.4	16.7	10.8	0.7	83.1	0.0	37.9	36.7	86.1	73.5	2	3	
		303	21.5	21.7	10.9	6.0	79.9	1.6	32.8	13.8	83.7	81.2	4	2	
		304	7.6	19.8	3.9	0.0	89.1	1.8	19.2	8.3	89.5	67.8	1	3	
		305	12.7	17.0	10.8	8.0	87.7	3.5	17.6	4.1	95.4	93.0	2	3	
		306	10.5	24.7	3.4	0.0	97.9	0.5	24.0	5.8	97.2	93.3	1	3	
		307	12.9	20.9	7.7	1.0	82.2	0.0	27.6	7.6	87.6	83.9	0	3	
		308	25.4	14.8	6.4	3.4	88.7	0.0	33.3	23.9	89.3	83.0	3	3	
		309	17.3	19.5	8.7	4.3	83.5	1.8	22.6	6.2	87.4	84.6	2	3	
		310.01	10.5	21.8	1.9	0.0	88.1	0.0	21.4	2.9	83.2	85.0	0	3	
		310.03	4.3	14.1	12.4	1.9	88.2	0.9	18.2	1.7	96.6	91.4	2	3	
		310.04	13.7	18.9	6.8	1.2	89.5	0.0	19.3	1.6	90.8	88.6	0	3	
		311.01	5.2	24.7	3.2	0.0	90.4	0.0	26.8	5.4	95.3	86.6	1	3	
		311.02	3.3	10.4	3.2	0.7	95.7	0.0	19.3	0.0	94.4	94.4	0	3	
		312	7.0	18.8	1.2	0.0	89.7	0.0	19.1	3.7	90.0	85.0	0	3	
		313	28.1	1.0	10.2	0.3	82.9	0.3	34.3	14.1	77.1	69.9	3	3	
		Greenup	Greenup	14.8	20.9	4.0	1.1	90.2	0.4	21.0	5.0	88.2	81.2		
			401	7.9	21.6	7.4	0.6	96.6	0.7	18.5	4.8	93.5	87.6	1	3
			402.01	19.4	22.8	1.6	2.1	83.9	0.0	17.0	7.5	86.3	84.7	0	3
			402.02	11.5	15.7	3.1	0.0	92.1	1.0	19.8	6.1	88.7	84.9	1	3
	403		13.8	22.9	5.7	1.3	89.4	0.0	18.2	4.8	88.6	83.0	0	3	
	404		22.5	20.9	2.3	0.4	92.6	0.0	23.4	6.0	90.9	82.2	0	3	
	405.01		15.1	18.7	4.6	4.6	95.6	0.0	21.1	4.3	92.7	85.1	1	3	
	405.02		10.3	21.0	5.4	2.3	86.9	0.1	27.8	4.2	86.6	77.7	0	3	
	406		18.2	23.4	2.2	0.0	88.2	0.1	18.3	5.8	80.3	69.1	2	3	
	407		16.5	23.9	2.1	0.0	82.5	1.3	22.1	1.9	81.6	72.9	3	3	
	Lawrence		Lawrence	18.8	18.4	5.4	1.0	88.9	0.3	23.3	5.8	86.8	79.8		
			501	25.7	19.6	2.2	0.0	89.9	0.0	22.0	5.9	93.3	88.4	0	3
			502	19.2	24.3	2.7	0.9	91.7	0.0	31.7	6.8	81.9	73.0	2	3
		503	34.4	16.8	9.2	0.5	87.9	0.0	25.1	24.5	76.7	82.2	3	3	
		504	21.2	24.8	6.0	2.9	91.9	0.0	32.3	11.0	77.6	73.4	4	2	
		505.01	25.4	14.5	0.0	0.0	77.5	0.0	32.3	0.0	87.1	71.0	2	3	
		505.02	18.8	24.4	1.5	2.5	92.3	0.0	23.5	5.4	76.1	66.8	3	3	
506		26.2	17.9	4.9	0.6	79.4	3.0	25.4	4.3	71.6	51.3	4	2		
507		23.7	11.5	3.3	0.0	85.7	0.3	25.9	3.5	80.5	77.2	1	3		
508		19.5	14.2	0.3	0.4	91.9	0.0	15.7	1.6	91.7	88.7	0	3		
509		19.2	16.8	13.5	1.2	82.1	0.0	25.7	11.2	97.2	94.0	2	3		
510.01		19.4	16.8	10.1	2.7	93.9	0.4	16.4	3.8	93.8	89.3	1	3		
510.02		28.1	15.1	2.1	0.7	86.6	0.4	22.2	3.0	87.9	79.0	1	3		
511.01		19.3	20.6	4.7	0.0	79.6	0.0	23.4	8.7	77.6	70.1	2	3		
511.02		10.6	25.8	21.3	3.8	93.7	0.8	28.7	1.5	95.5	90.7	5	2		
512		11.1	13.7	6.6	0.5	92.1	0.0	15.3	1.8	95.5	89.0	0	3		
513		14.1	22.8	2.7	0.0	89.4	0.0	22.0	12.5	82.7	74.0	0	3		
514.01		8.5	20.8	4.9	0.0	94.2	1.6	24.6	3.9	87.4	78.7	1	3		
514.02		12.5	20.0	4.1	3.1	91.0	0.0	19.1	3.9	91.5	87.8	1	3		
County and Census Tract Totals		1829.2	1764.1	716.6	134.0	8062.9	65.4	2017.3	841.1	8006.4	7121.7				
Census Tract Totals		1744.2	1665.8	687.2	127.8	7624.5	63.5	1907.1	775.4	7568.9	6727.0				
Census Tract Averages		20.05	19.15	7.90	1.47	87.64	0.73	21.92	8.9						



The Potentially Disadvantaged Areas are illustrated in *Figure 11*. *Figures 12 through 18* provide visual representation through mapping each disadvantaged population category.

**Figure 11: Potentially Disadvantaged Areas**



**Figure 12: Individuals in Poverty by Census Tract**

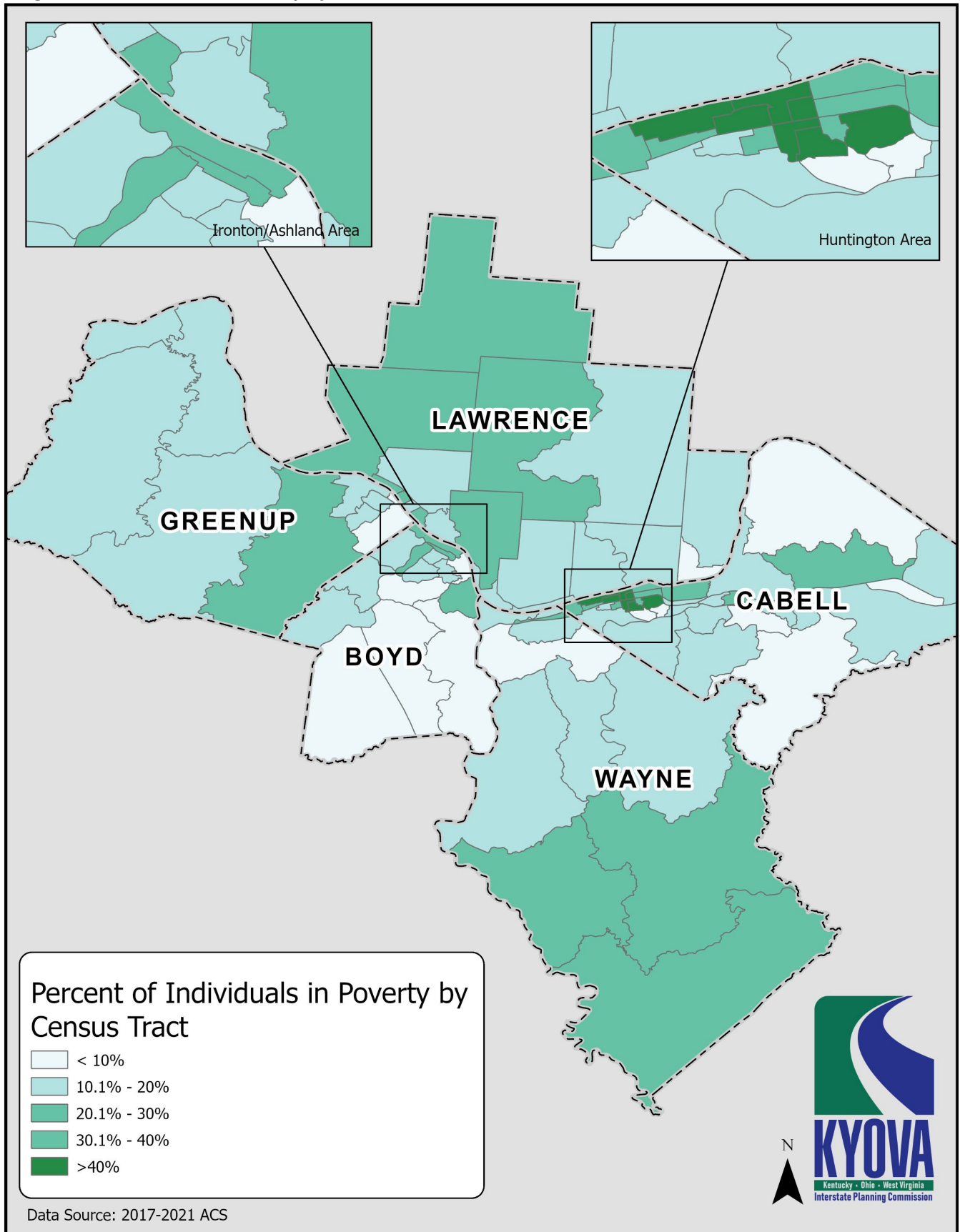
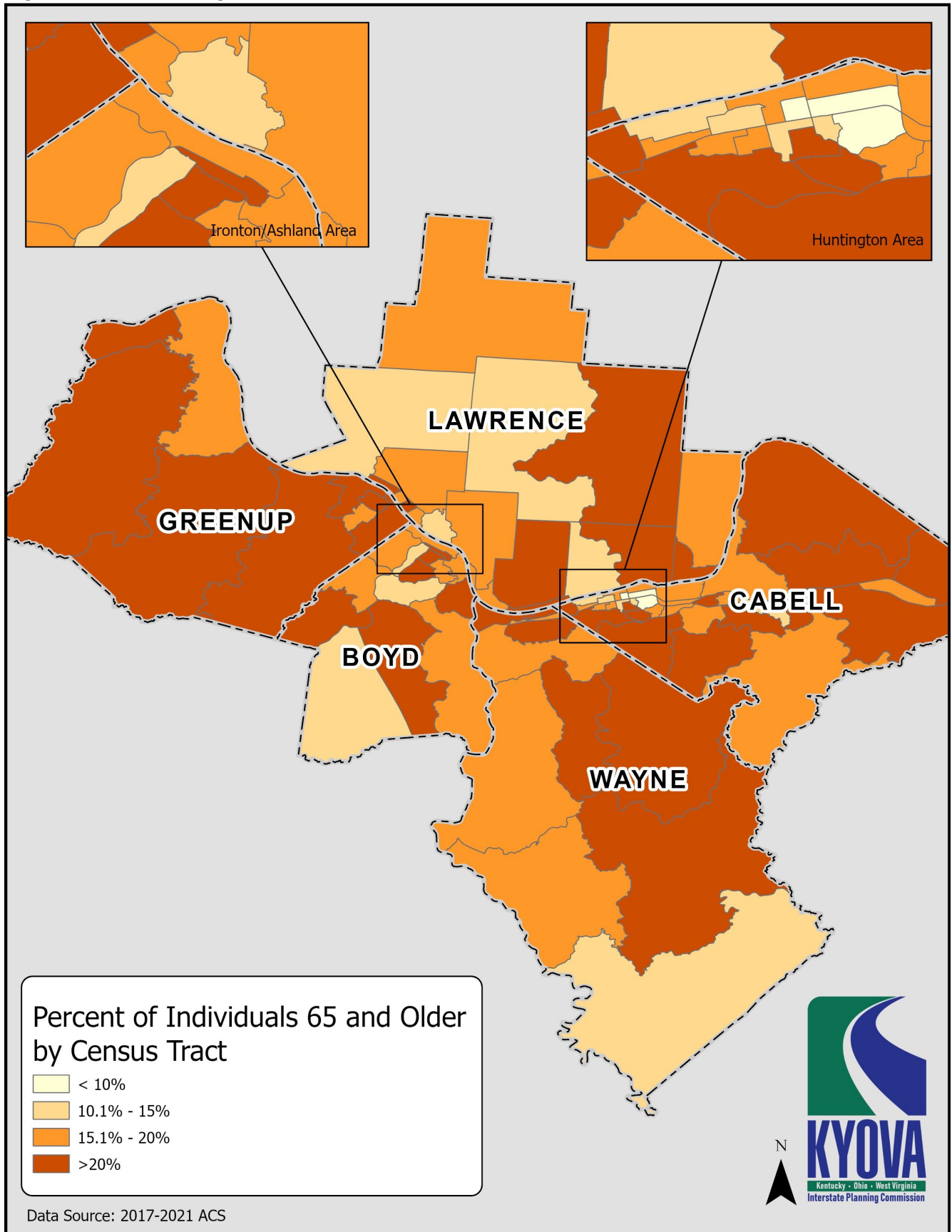
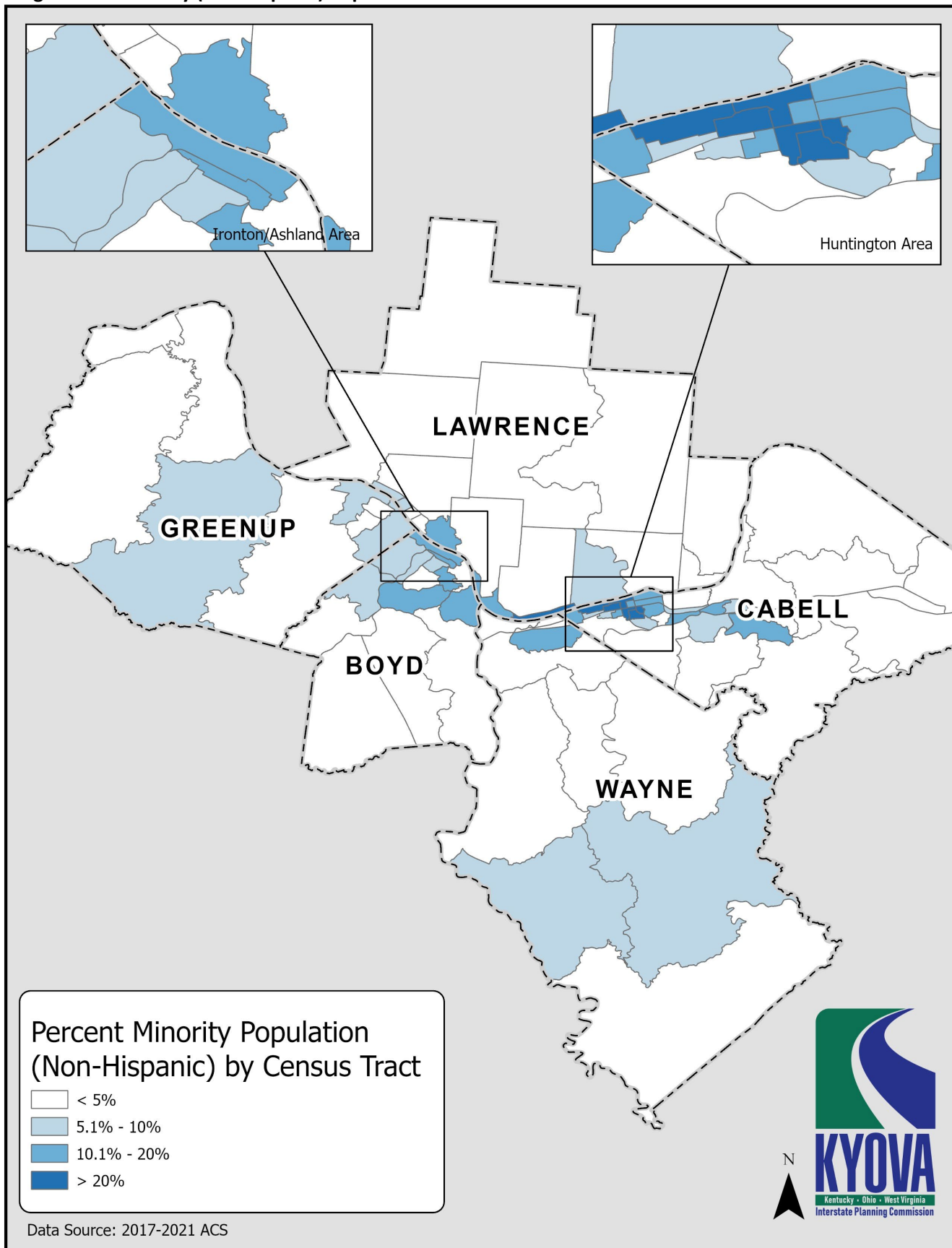


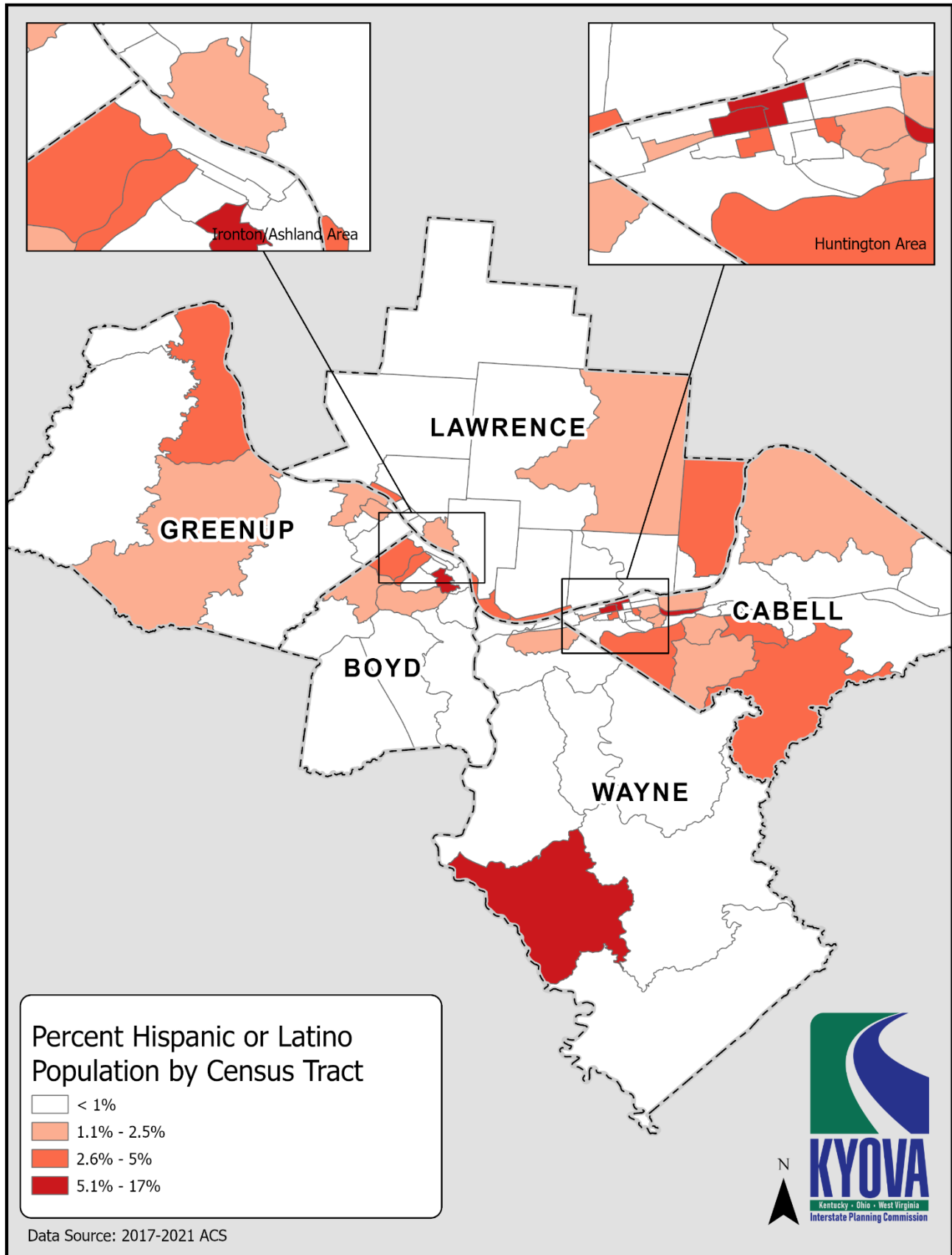
Figure 13: Individuals Aged 65 and Older



**Figure 14: Minority (non-Hispanic) Population**



**Figure 15: Hispanic Population**





**Figure 16: Individuals with Limited English Proficiency (speaks English “less than very well”)**

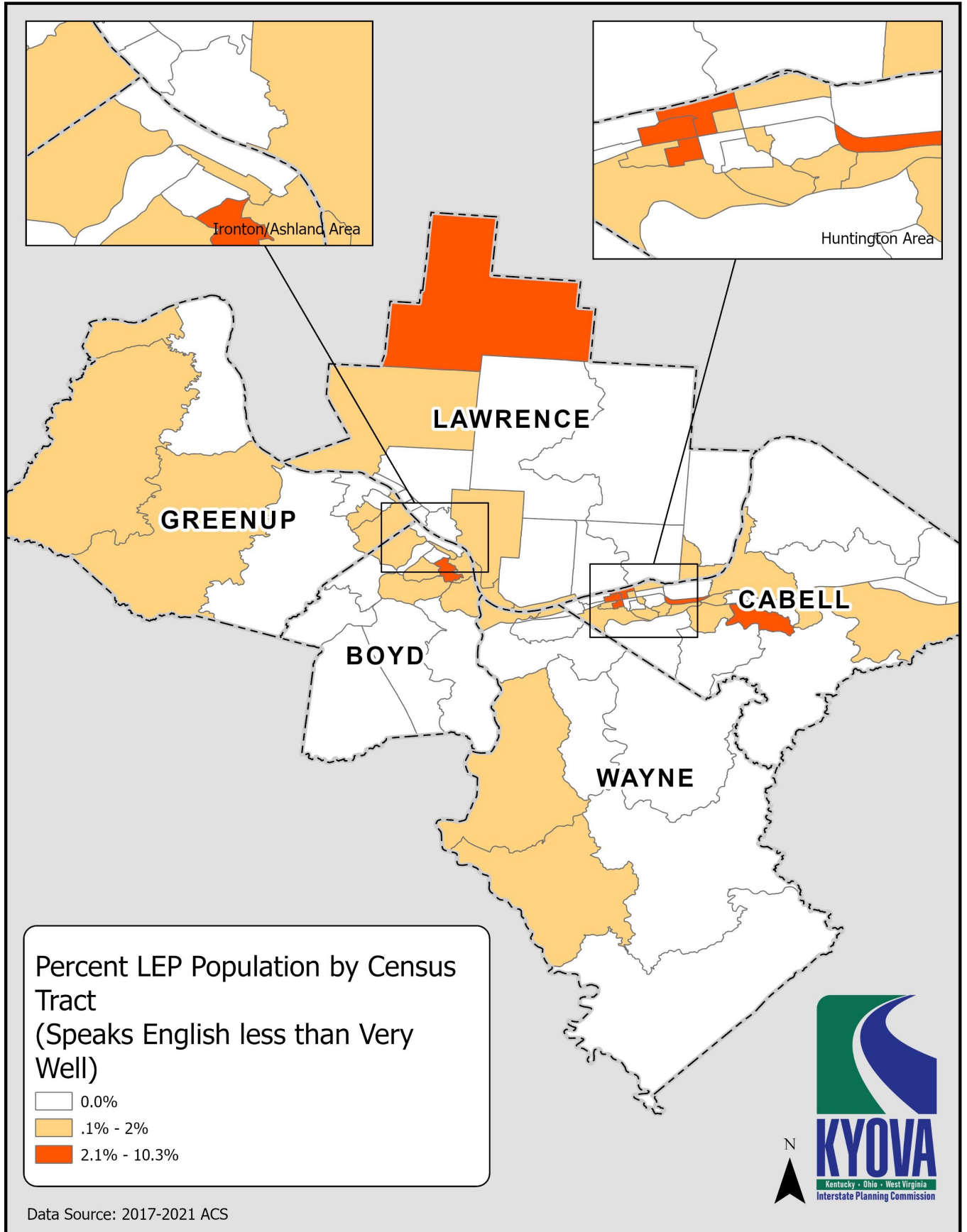


Figure 17: Individuals with a Disability

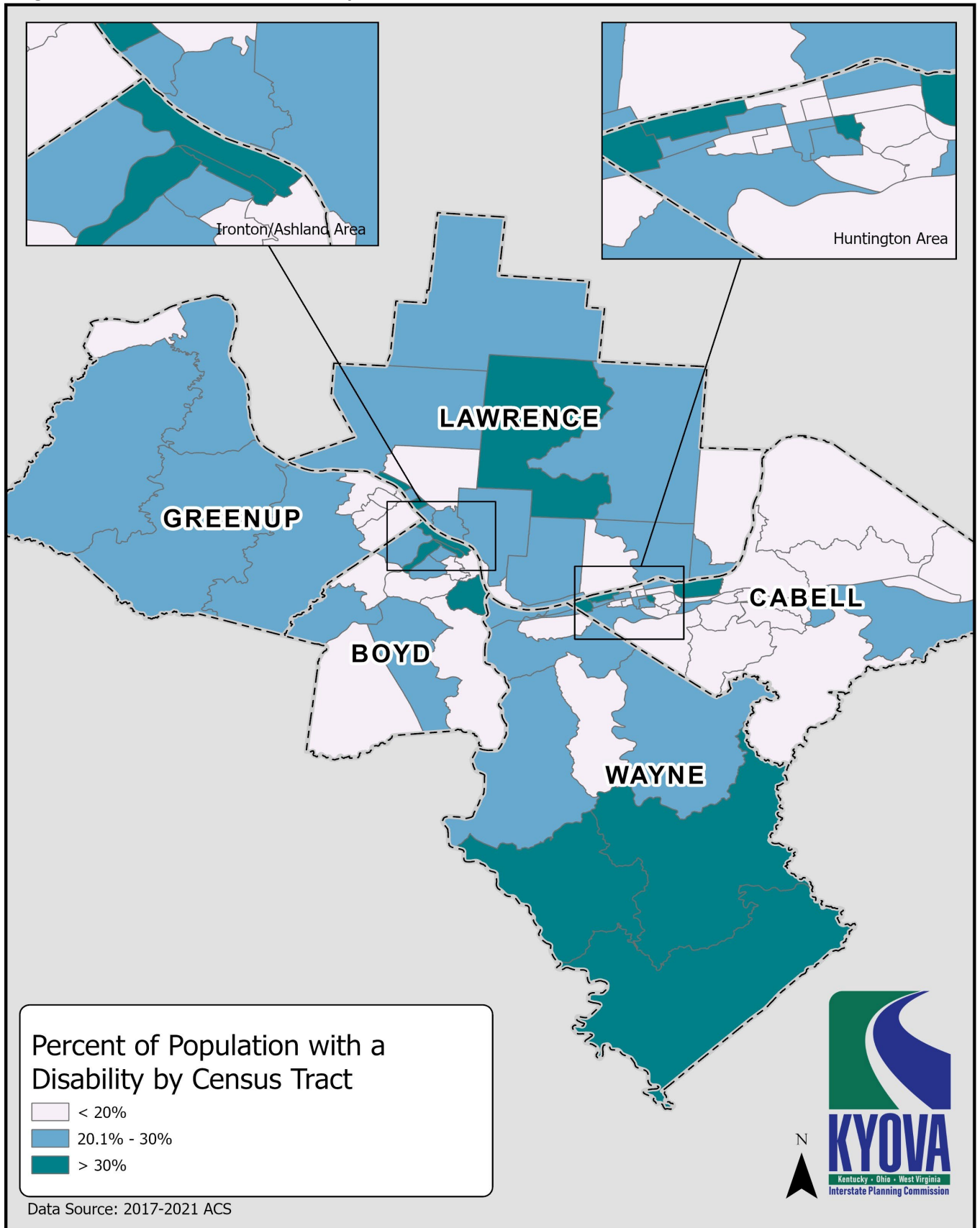
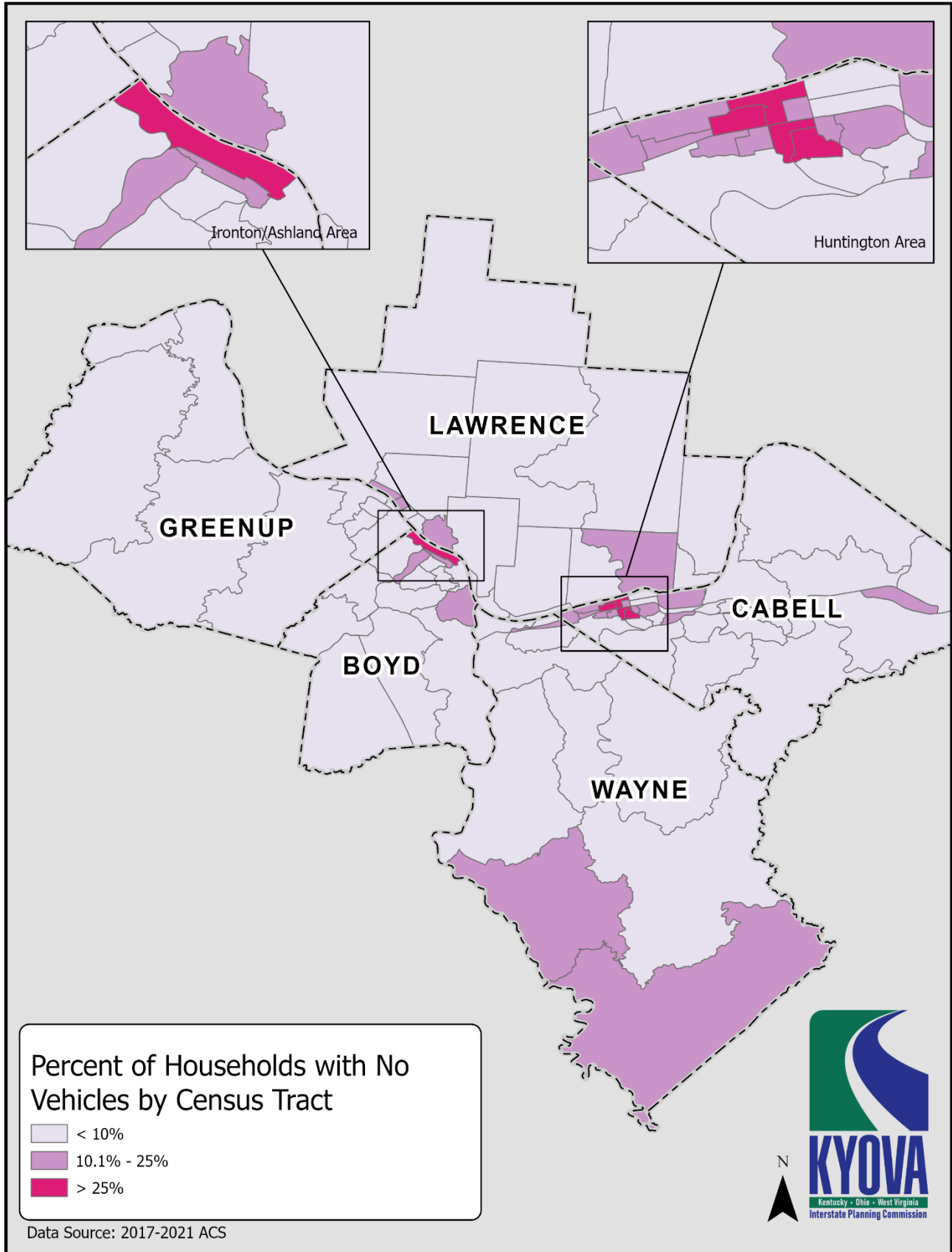


Figure 18: Zero Vehicle Households



## ENVIRONMENTAL JUSTICE

The U. S. Department of Transportation (DOT) identifies three primary goals of Environmental Justice that should be considered throughout transportation planning and project development, and through all public outreach and public participation efforts conducted by the U. S. DOT, including the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and their grantees. These three primary goals are:

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

U. S. DOT Order 5610.2(a) includes strategies and procedures to be used by DOT and its grantees to comply with Executive Order 12898. Executive Order 12898 requires each Federal agency, to the greatest extent practicable and permitted by law, and consistent with the principles set forth in the report on the national Performance Review, to achieve environmental justice as part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects, including interrelated social and economic effects, of its programs, policies, and activities on minority populations and low-income populations in the United States.

The previously mentioned Targeted Outreach Areas (TOAs)/Potentially Disadvantage Areas help KYOVA identify areas with the greatest concentrations of minority and low-income populations. Additional public outreach may be required for these areas, especially if the plan or project directly affects those areas.

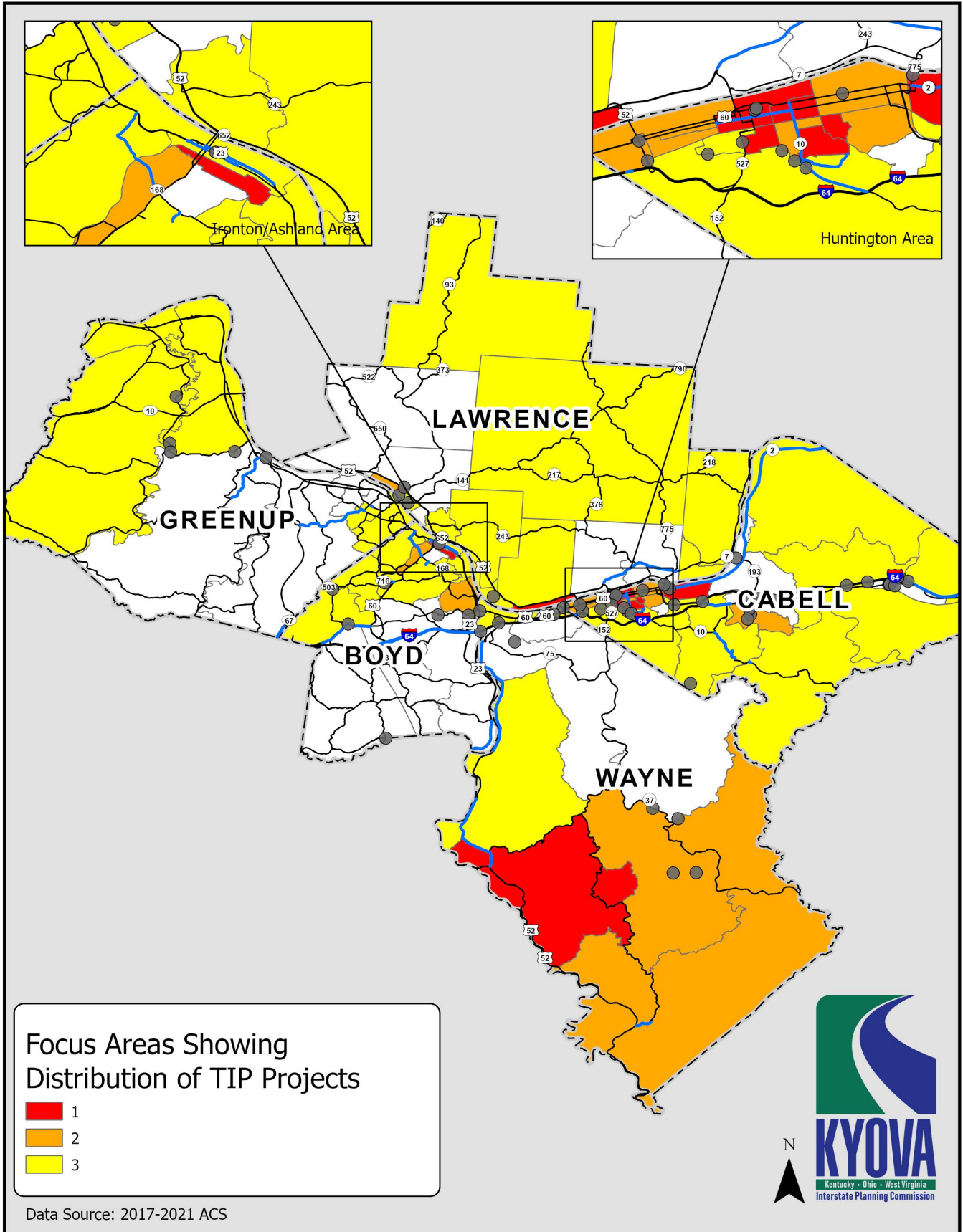
KYOVA will utilize the US Census Bureau data, the American Community Survey data, as well as using the following to serve as a checklist to identify target populations.

- Make a list of potential demographic groups to consider for the region or start with the required EJ population defined by the Executive Order and supportive guidance.
- Consider groups that are underrepresented in typical public involvement and transportation decision-making processes, have limited access to the full benefits of the transportation system or have encountered disproportionate impacts from past transportation decisions.
- Decide on the level of detail required for identifying groups spatially and identifying data sources to use to conduct a spatial demographic profile.
- Engage leaders and representatives of demographic groups to help identify target populations, spatially and non-spatially.

## IMPACT OF PLANNED PROJECTS ON DISADVANTAGED POPULATIONS

During the development of the 2050 Integrated Metropolitan Transportation Plan (MTP) and the 2021-2024 Transportation Improvement Program (TIP) projects were mapped to illustrate the short-and long-term projects along with the potentially disadvantaged areas (TOAs). *Figure 19* illustrates the short-and long-term projects from both the MTP and the TIP along with the Potentially Disadvantaged Area.

Figure 19: 2024-2027 TIP Projects within Potentially Disadvantaged Areas





Projects are distributed throughout the five counties as illustrated in **Figure 19** and have not demonstrated a negative impact on disadvantaged populations. Those projects located in or near Potentially Disadvantaged Areas include bike and pedestrian improvements and/or potential economic improvements, while having little, if any direct impact to an individual's property. The most significant negative impact will be temporary during construction, but the positive impacts on the surrounding neighborhood after completion should outweigh the short-term impact.

Public outreach during the MTP and TIP updates include hosting meetings in Targeted Outreach Areas and/or including a virtual participation option to gather as much feedback from disadvantaged populations as possible. Notices are also placed in the area's newspaper with the greatest distribution, placed on Facebook and Twitter. MPO public meetings are held at locations along or near public transit to allow access for those with limited transportation options. In addition, the MPO website, Facebook, and Twitter pages, local newspapers, and MTP/TIP meeting announcements and/or flyers are also displayed at the three regional bus terminals and various locations within the KYOVA Planning Area.

**KYOVA  
INTERSTATE PLANNING COMMISSION**

**Limited English Proficiency (LEP)  
Language Assistance Plan**

**January 1, 2023 to December 30, 2023**



## INTRODUCTION

KYOVA Interstate Planning Commission is one of two transportation planning agency that serves as Metropolitan Planning Organizations (MPOs) for the Huntington, WV-KY-OH Urbanized Area. KYOVA oversees the transportation planning activities for the counties of Cabell and Wayne, West Virginia; Boyd and Greenup, Kentucky; and the urbanized portion of Lawrence, Ohio. Regional Intergovernmental Council (RIC), located in Charleston, West Virginia, serves as the other MPO and oversees the planning activities for Putnam County, West Virginia. This Plan includes only the areas that fall within KYOVA's planning boundary.

There are three (3) public transit operators located within KYOVA's planning boundaries. Tri-State Transit Authority (TTA) provides bus and paratransit service in the greater Huntington, West Virginia urban area; Ashland Bus System (ABS) provides bus and paratransit service throughout the City of Ashland and adjoining areas; and Lawrence County Transit (LCT) operates a Deviated/Demand response service originating in Ironton, Ohio connecting to the other two states (West Virginia and Kentucky) at their main transit facilities.

According to the 2017-2021 American Community Survey 5-year estimates approximately 276,972 people reside within the region's 1,744.63 square miles. English is the most predominant language spoken for the population aged 5 and above at 98.3 percent (256,898). The second highest language spoken is Spanish at 0.86 percent (2,280).

As a recipient of federal funds, KYOVA follows the United States Department of Transportation (USDOT) Guidance concerning recipients' responsibilities to Limited English Proficient (LEP) persons. Individuals for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English are limited English proficient, or "LEP." KYOVA's Limited English Proficiency Language Assistance Plan is intended to guide the agency in the provision of meaningful access to its services, programs, and activities by LEP persons. This document provides guidance for assisting persons with Limited English Proficiency (LEP) to ensure accessibility to the KYOVA's programs and services.

Additionally, *KYOVA's Participation Plan* provides guidance and opportunities for the public to be involved in the transportation planning process along with the Title VI Implementation Plan which provides guidance ensuring all populations are treated equally. Copies of the *Participation Plan* and *Title VI Implementation Plan* can be found in English on KYOVA's website ([www.kyovaipc.org](http://www.kyovaipc.org)) under the Title VI/Public Involvement Tab.

### Legal Basis for Language Assistance Requirements

The LEP Plan addresses Title VI of the Civil Rights Act of 1964 and its implementing regulations which provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives Federal financial assistance.

In 1974, the U. S. Supreme Court affirmed that the failure to ensure a meaningful opportunity for individuals to participate in a federally funded program violates Title VI regulations. Additionally, requirements are outlined in Executive Order 13166 and directives from the U. S. Department of Justice and U. S. Department of Transportation.

Signed into law in the year 2000, Executive Order 13166 ensures accessibility to programs and services to eligible persons who are not proficient in the English language by examining services provided, identifying specific needs to provide meaningful access for Limited English Proficiency (LEP) persons, and implementing a system to provide meaningful access to such services. Not only do all federal agencies have to develop LEP Plans as a condition of receiving federal financial assistance, must comply with Title VI and LEP Guidelines of the federal agency from which funds are provided.

The guidance identifies Metropolitan Planning Organizations (MPOs) as organizations that must follow the guidance and provides MPOs with technical assistance in assessing the size, location, and needs of the LEP population; implementing language access services; and evaluation the effectiveness of these services. The final Limited English Proficiency Plan should be consistent with the fundamental mission of the organization, though not to unduly burden the organization.

In order to ensure individuals with limited English proficiency have meaningful access to the transportation planning process, KYOVA conducts a self-assessment in areas relevant to the development of an effective Limited English Proficiency Plan. This assessment includes:

- Relevant demographic information for the KYOVA Planning Area.
- Frequency of contact that the organization has with limited English proficiency persons.
- Nature of importance of programs or services deemed vital; and
- Resources and associated costs.

The Limited English Proficiency (LEP) Plan works in concert with (1) KYOVA's *Participation Plan*, which identifies specific strategies for outreach and engagement and (2) the *Title VI Implementation Plan*.

A listing of definitions and terms used in this Plan have been included in *Appendix F*.

## LIMITED ENGLISH PROFICIENCY (LEP) DEFINED

It is the policy of KYOVA Interstate Planning Commission to ensure that persons with limited English proficiency are neither discriminated against nor denied meaningful access to and participation in the organization's programs and services. It is the intent of the organization that in providing language services to persons with limited English proficiency, the process achieves a balance that ensures meaningful access to programs and services while not incurring undue burdens on resources of the organization.

KYOVA will respond to requests for language assistance in the manner described in this Plan, which includes:

- A mechanism to provide ongoing assessment of needs, programs, and activities of target audiences, along with the organization's capacity to meet these needs using the *Limited English Proficiency Plan*.
- Translation of vital written materials in languages other than English where there is a significant number or percentage of persons with limited English proficiency.
- Oral language assistance to Limited English Proficiency (LEP) persons for programs, where such assistance is requested and/or anticipated.
- Identified procedures and a designated representative from KYOVA Interstate Planning Commission responsible for implementing activities related to the Limited English Proficiency Plan.
- Notification of the availability of free language services to those persons in the target audience, through oral and written notice in the relevant primary language assistance activities; and
- Staff training on policies and procedures of the organization's language assistance activities.

### Who is an LEP Individual

The LEP Plan applies to individuals who do not speak English as their primary language and who have a limited ability to read, speak, or write, or understand English. The limitations of this plan ***do not*** extend to the following individuals:

- Hearing or visual impairments – Sign language interpretation and Braille text are accommodations provided under the Americans with Disabilities Act; and
- Illiteracy – generally, the inability to speak, read, or write English and conditions that may trigger language assistance under Title VI are distinguished with a key factor. A Limited English Proficiency (LEP) person cannot speak, read, or write English – but primarily speaks, reads, or writes in a language other than English.

### Administration of the LEP Plan

The *Limited English Proficiency Plan (LEP)* policy and procedures are considered throughout the transportation planning process. Administration of this Plan is described in the sections below.



### **Complaint Procedure and Complaint Form**

For persons included in a regularly encountered Limited English Proficiency (LEP) group, written notification of the opportunity to file a discrimination complaint in accordance with federal regulations shall be provided. For infrequently encountered groups, Limited English Proficiency persons may be advised orally of the opportunity to file a discrimination complaint pursuant to federal regulations. See *Appendix A* for KYOVA's Complaint Procedures and Complaint Form.

### **Designated Staff Coordinator**

Dannielle Slusher, Finance/Office Manager/Title VI Environmental Justice Officer, is the designated staff person responsible for oversight and implementation of the LEP Plan. Responsibilities include coordinating and facilitating delivery of related services, staff training on the Plan's policies and procedures, and ongoing monitoring and assessment of the Plan's effectiveness. At times, coordinator duties may be assigned to other KYOVA Staff. Dannielle Slusher may be reached at (304) 523-7434 or [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org).

## **SAFE HARBOR PROVISIONS**

LEP regulations include a "safe harbor" to ensure an agency is not overburdened by the requirements. Meaning, the recipient has undertaken efforts to comply with respect to the needed translation of vital written materials. If a recipient conducts the four-factor analysis and (1) determines that translated documents are needed by LEP applicants or beneficiaries; (2) adopts an LEP that specifies the translation of vital materials; (3) makes the necessary translations; and (4) the recipient provides strong evidence, in its records or in reports to the agency providing federal financial assistance, that it has made reasonable efforts to provide written language assistance it has followed the Safe Harbor Provisions to document efforts.

To meet the requirement for translation of written materials with Title VI obligations, safe harbor provides a starting point for recipients to consider:

- Whether and at what point the importance of the service, benefit, or activity involved warrants written translations of commonly used forms into frequently encountered languages other than English.
- Whether the nature of the information sought warrants written translations of commonly used forms into frequently encountered languages other than English.
- Whether the number or proportion of LEP persons served warrants written translations of commonly used forms into frequently encountered languages other than English; and
- Whether the demographics of the eligible population are specific to the situations for which the need for language services is being evaluated. In many cases, use of the "safe harbor" would mean provision of written language services when marketing to the eligible LEP population within the market area. However, when the actual population served (e.g., occupants of, or applicants to, the housing project) is used to determine the need for written translation services, written translations may not be necessary.

Table 4 below, outlines the safe harbors for written translations.

**Table 4: Safe Harbor Written Translation Provisions**

Recommended Provision	Recommended Provision of Written Language Assistance
1,000 or more in the eligible population in the market area or among current beneficiaries	Translated vital documents
More than 5% of the eligible population or beneficiaries <i>and</i> more than 50 in number	Translated vital documents
More than 5% of the eligible population or beneficiaries <i>and</i> 50 or less in number	Translated written notice of right to receive free oral interpretation of documents.
5% or less of the eligible population or beneficiaries and less than 1,000 in number	No written translation is required.

Translations of vital information must be made in each LEP language group that is 5% of the total population of the MPO area or 1,000 people (whichever is less). Translations are not required to other languages that do not fit into this category.

In the area served by the KYOVA Interstate Planning Commission, none of the LEP language groups exceed the Safe Harbor Written Translation Provisions benchmarks as stated above.

## SELF-ASSESSMENT

As a recipient of federal funds, KYOVA must take responsible steps to ensure meaningful access to the information and services it provides. As part of the KYOVA’s certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the *LEP Plan* will be assessed and evaluated on a regular basis. Public transit is a key means of achieving mobility for many LEP persons. By providing language assistance to persons with limited English proficiency, KYOVA will help to ensure that the services are safe, reliable, convenient, and accessible. These efforts may attract riders who would otherwise be excluded from participating in the service because of language barriers.

LEP Services can be provided in two ways: verbal interpretation and written translation of vital documents. The Four Factor Analysis should be used when deciding what reasonable steps should be taken to ensure access for LEP persons.

## Four Factor Analysis

In accordance with the Executive Order, the United States Department of Transportation (USDOT) issued policy guidance in the Federal Register, Volume 70; Number 239 on Wednesday, December 14, 2005, concerning recipient's responsibilities to Limited English Proficiency (LEP) persons. The USDOT guidance outlines four factors' recipients should apply to the various kinds of contacts they have with the public to assess language needs and decide what reasonable steps they should take to ensure meaningful access for LEP persons.

Reasonable steps to ensure meaningful access to LEP persons must be taken. This "reasonableness" standard is intended to be flexible and fact dependent. It is also intended to balance the need to ensure meaningful access by LEP persons to critical services while not imposing undue financial burdens. As a starting point, KYOVA conducted an individualized assessment that balanced the following four factors:

1. The number or proportion of LEP persons served or encountered in the eligible service population (includes those persons who would be served or encountered by the recipient if the persons received adequate education and outreach and the recipient provided sufficient language services).
2. The frequency which LEP persons come into contact with the program.
3. The nature and importance of the program, activity, or service provided by the program; and
4. The resources available and cost to the recipient.

The following Four Factor Analysis helps guide KYOVA Interstate Planning Commission in determining which language assistance measures will be undertaken to guarantee access to programs and activities performed by the MPO.

### Factor 1: The Number and Proportion of LEP Persons Eligible to be served

The first step towards understanding the profile of individuals that could participate in the transportation planning process is a review of Census data. *Table 5* summarizes the LEP population by county and for the KYOVA Planning Area. Within the planning area, 2214 persons or 0.8% residents over the age of five years old speak English "less than very well." *Table 5*, below shows the highest populations that speak a language other than English and how many speak English "less than very well."

**Table 5: Language Spoken at Home – Age 5+**

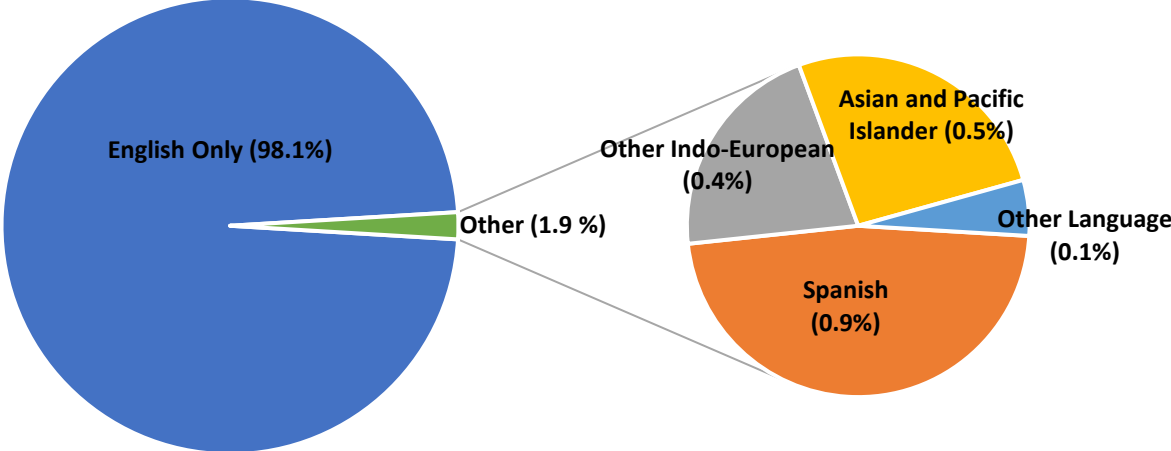
	Cabell - WV		Wayne - WV		Boyd - KY		Greenup - KY		Lawrence - OH	
	#	%	#	%	#	%	#	%	#	%
<b>Population 5+</b>	89,456		37,390		45,701		34,153		55,307	
<b>English Only</b>	86,874	97.1%	36,879	98.6%	2,422	97.8%	33,777	98.9%	3..7	98.7%
<b>Lanuage Other Than English</b>	2,582	2.9%	511	1.4%	1,005	2.2%	376	1.1%	41	1.3%
<b>Speak English Less Than Very Well</b>	807	31.3%	101	19.8%	377	37.5%	126	33.5%	0	0.0%
<b>Spanish</b>	1,151	1.3%	331	0.9%	528	1.2%	226	0.7%	144	0.3%
<b>Speak English Less Than Very Well</b>	295	25.6%	36	10.9%	256	48.5%	97	42.9%	27	18.8%
<b>Other Indo-European</b>	625	0.7%	73	0.2%	188	0.4%	101	0.3%	173	0.3%
<b>Speak English Less Than Very Well</b>	152	24.3%	0	0.0%	18	9.6%	27	26.7%	39	22.5%
<b>Asian &amp; Pacific Islander</b>	589	0.7%	42	10.0%	207	0.5%	48	0.1%	309	0.6%
<b>Speak English Less Than Very Well</b>	257	43.6%	0	0.0%	85	41.1%	2	4.2%	127	41.1%
<b>Other Language</b>	217	0.2%	65	0.2%	82	0.2%	1	0.0%	9	0.0%
<b>Speak English Less Than Very Well</b>	103	47.5%	65	100.0%	18	22.0%	0	0.0%	0	0.0%

Data Source: U. S. Census Bureau (2021). *S1601-Languages Spoken at Home 2017-2021 American Community Survey 5-year Estimates*

The most common non-English language spoken in the five counties is Spanish. Approximately 2,380 (0.9%) people speak Spanish with 0.3 percent of those speaking Spanish speak English “less than very well.” Based on the analysis no population group exceeds the “Safe Harbor” threshold of 1,000 or 5% of the population that speak English “less than very well.”

Of the LEP persons within the KYOVA Planning area, 1.3% speaks Spanish at home in Cabell County; 0.9% speaks Spanish at home in Wayne County; 1.2% speaks Spanish at home in Boyd County; 0.7 % speaks Spanish at home in Greenup County; and 0.3% speaks Spanish at home in Lawrence County. Spanish is the most substantial percentage of LEP persons in the KYOVA Planning Area. *Figure 20* illustrates KYOVA’s overall summary of Languages Spoken at Home. In addition to Census data, KYOVA consults with transit staff, community organizations, and state and local governments to better serve the LEP community.

**Figure 20: Summary of Languages Spoken at Home (Age 5+)**

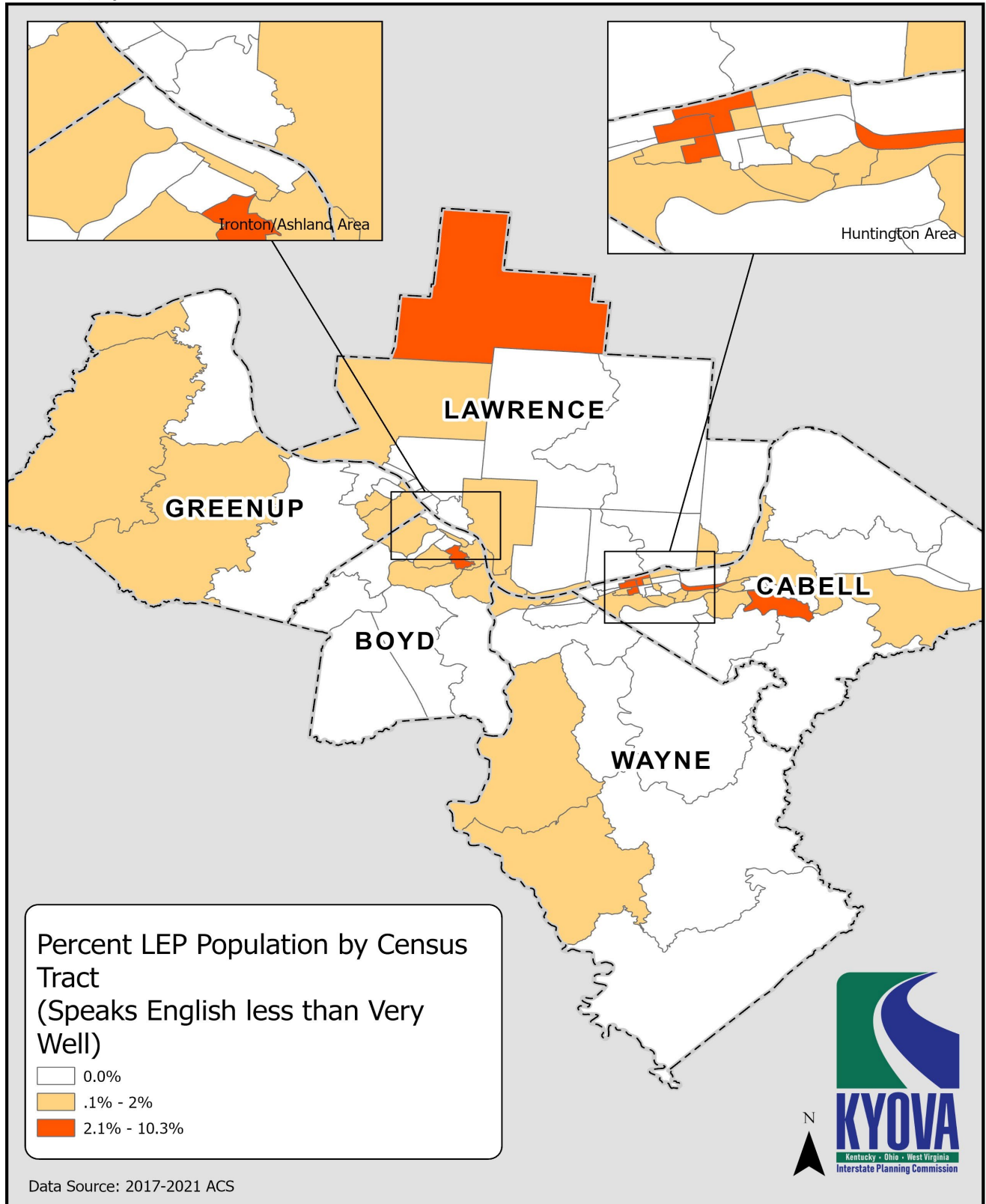


Data Source: U. S. Census Bureau (2021). *S1601-Languages Spoken at Home 2017-2021 American Community Survey 5-year Estimates*

*Figure 21* highlights the LEP populations of people speaking English “less than very well” by Census Tract within the KYOVA Planning Area.



**Figure 21: Limited English Proficiency (LEP) Populations (% of People Speaking English “Less than very well”) by Census Tract.**



## Factor 2: Frequency of Contact of LEP Persons

The results of the Census data indicate that Spanish is the most significant language spoken by the LEP population in the area served by KYOVA. To date, no requests for language assistance services have been made by LEP individuals or groups. At the time of this Plan, there are no staff fluent in Spanish. However, if necessary, arrangements will be made with the local University to provide assistance at public meetings and/or outreach activities to translate essential public documents.

All advertisements for public meetings sponsored by KYOVA will contain the following language: *“Persons who require special accommodations under the American with Disabilities Act or persons who require translation services, which are provided at no cost, should contact KYOVA at (304) 523-7434 or email [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org) at least 10 business days prior to the event.”*

KYOVA conducts regular board meetings, advisory committee meetings, and public meetings/hearings throughout the year. Community outreach and KYOVA’s website are the main sources of potential contact between KYOVA and LEP persons.

Tables 6 and 7 below, illustrate the frequency KYOVA has had contact with LEP individuals over the past five (5) years. The list includes the most spoken languages other than English.

**Table 6: Frequency of Contact with LEP Individuals**

Language	Most Days	At Least Once a Week	At Least Once per Month	At Least Once per Year	Never
Spanish					X
Other Indo-European					X
Asian and Pacific Islander					X
Other Languages					X

**Table 7: Contact Administered by KYOVA**

Program/Activity	Frequency of Contact	Resources Available
Board Meetings	Quarterly	Case by case response
Committee Meetings	Quarterly	Case by case response
Community Events	Unpredictable	Case by case response; University interpreter; “I Speak Cards”
Website	Unpredictable	Language conversation tab; LEP Plan; Title VI forms
Public Meetings/Hearings	Unpredictable	Case by Case response; University interpreter; “I speak Cards”

### **Factor 3: The Nature and Importance of the Program Service or Activity**

Metropolitan Planning Organizations (MPOs) receive federal funds to develop transportation plans for a designated urban area. The planning process is guided by federal and state law, including public involvement requirements to ensure diverse public outreach, notice, and opportunities for input.

All of KYOVA's programs are important; however, those related to safety, public transportation, right-of-way, the environment, nondiscrimination, and public involvement are among the most important. KYOVA must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice Program and Policy. KYOVA continually surveys/assesses the needs of eligible service populations to determine whether certain critical outreach materials should be translated into other languages.

Language assistance involving notification of services, translation of public input forms and/or surveys related to a formal public hearing, and maintenance of the Translator Tab on the KYOVA website have high priority. Other activities, such as community events, optional meetings, and specialized speakers' bureau programs have a lower priority if/when resources preclude the organization from executing all language assistance opportunities.

### **Factor 4: Resources Available**

Given the size of the LEP population in the KYOVA Planning Area and current financial constraints, full language translations of plan documents are not considered warranted or cost feasible at this time. KYOVA will continually evaluate its programs, services, and activities to ensure that LEP persons are provided with meaningful access. KYOVA will provide verbal and written translation if requested within a reasonable time and if within available resources.

## **LANGUAGE ASSISTANCE AND IMPLEMENTATION**

This section of the LEP Plan provides the implementation process used to address appropriate language needs identified and described in the SELF ASSESSMENT Section.

### **LEP Implementation Goals**

1. Provide meaningful access to KYOVA programs and services for Limited English Proficiency (LEP) persons identified using the four-factor analysis presented in SELF ASSESSMENT section of the *Limited English Proficiency Plan*;
2. Identify various resources, with or without associated costs, to ensure the organization can balance meaningful access to programs and services, while not incurring undue burdens on financial resources; and
3. Complete plan updates every three (3) years and staff reviews annually to ensure resources identified remain consistent with identified needs.

## Language Assistance, Translation, and Interpretation Services

Engaging the LEP population within the KYOVA Planning Area is vital. KYOVA may implement language assistance through the following strategies and techniques based on Factor 4: Resources Available:

- Staff involved with the public will provide Census Bureau’s “I Speak” language cards at workshops and public meetings sign-in table. Staff will be able to identify language needs in order to match them with available services. These cards will be made available at the KYOVA Office.
- KYOVA will strive to develop partnerships with local agencies, organizations, law enforcement, colleges/universities, local school districts and social service agencies to inform LEP individuals of MPO services and the availability of language assistance;
- KYOVA will investigate the cost of translating programs by providing fact sheets, flyers, and brochures on a project specific basis;
- Investigate providing Executive Summaries of major programs, such as the Unified Planning Work Program (UPWP); Transportation Improvement Program (TIP); Metropolitan Transportation Plan (MTP); Participation Plan; and any other key document available in Spanish. To accommodate the financial resources, KYOVA will determine the cost effectiveness of providing these key documents in formats such as fact sheets, flyers, newsletters, and brochures which capture the significant points;
- Maintain point of contact with local university and other agencies for language interpreter services;
- Maintain and update Google Translate program on the website, as needed. The use of this will allow users to view HTML content in multiple languages. It is understood that this is not a perfect system, but it will provide enough information for an LEP individual or group to contact KYOVA for comments and questions;
- Ensure public meetings have access by public transportation;
- Weigh the demand for language assistance against KYOVA’s available financial resources;
- Consider cost effective practices for providing language services;
- Communicate through press releases, announcements at community meetings, website, signs, and handouts.

## Standard Notification Regarding Language Assistance

As previously stated, all advertisements for public meetings sponsored by KYOVA Interstate Planning Commission will contain the following language: *“Persons who require special accommodations under the American with Disabilities Act or persons who require translation services, which are provided at no cost, should contact KYOVA at (304) 523-7434 or by email to [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org), at least 10 business days prior to the event.”*

## Staff Training

On an annual basis, at least one KYOVA staff member, (usually the Title VI/ADA Coordinator), attends Title VI/ADA training. The Ohio Department of Transportation (ODOT) and the Kentucky Transportation Cabinet (KYTC) provide annual Title VI and ADA training that typically cover various aspects of Title VI, including LEP Planning and Environmental Justice. Additionally, KYOVA may attend training hosted by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), West Virginia Department of Transportation (WVDOT), or other in-person or web-based/online training and resources.

KYOVA's Title VI/ADA Coordinator, or other designated staff, provides annual in-house staff training. New employees will be provided with training at the earliest time possible and/or with the annual staff training. Training opportunities will be provided in-person and/or virtually to accommodate staff schedules and/or conditions relating to pandemic situations such as COVID-19. This training provides an overview of the Federal regulations and requirements, a summary of KYOVA's Title VI/LEP responsibilities, a review of KYOVA's Public Notice and Complaint Procedure, along with the process to follow in case of a filed complaint. After the review, staff will be afforded an opportunity to discuss any issues that may have arisen over the past year or any foreseeable issues in the near future. If it is determined there may be a real or potential issue, the Title VI/LEP Coordinator will work with the appropriate staff to resolve the issue. If a formal complaint from the public or other organization was received, the Title VI/LEP Coordinator will notify KYOVA's Executive Director and work with the appropriate staff to alleviate the issue. The Title VI/LEP Coordinator and the Executive Director will issue a formal response to the complainant. The complaint will be filed in the Title VI Complaint Log in the Appendices of the Title VI Implementation Plan. The Title VI Coordinator may review and discuss potential concerns with staff at any time

### **Outreach and Providing Notice to LEP Persons**

It is important to notify LEP persons of services available free of charge in a language the LEP persons would understand. KYOVA will provide meeting notifications in English and Spanish, where appropriate. KYOVA will post the LEP Plan on its website at: [www.kyovaipc.org](http://www.kyovaipc.org). KYOVA will coordinate with any person/agency request for copies/translation of the plan.

### **Monitoring and Updating the LEP Plan**

At a minimum, KYOVA will review and evaluate the plan annually to ensure compliance of federal laws and various nondiscrimination regulations. KYOVA will make appropriate changes, as needed, to ensure effectiveness. For questions or concerns regarding KYOVA's commitment to nondiscrimination or to request LEP services, contact Dannielle Slusher, Finance/Office Manager/Title VI Environmental Justice Officer, at (304) 523-7434 or by email at [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org).

# **Appendix A**

## **Title VI Complaint Procedure and Complaint Form**





## Title VI Complaint Procedure

---

### Complaint Filing

KYOVA Interstate Planning Commission uses the following, detailed internal procedure for prompt processing and resolution of all Title VI complaints. These procedures include but are not limited to:

1. Any person who believes that he or she, individually, as a member of any specific class, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, as amended, may file a complaint with KYOVA's Title VI Coordinator. A complaint may also be filed by a representative on behalf of such a person.
2. In order to have the complaint considered under this procedure, the complaint must be filed no later than 180 calendar days after:
  - ❖ The date of the alleged act of discrimination; or
  - ❖ Where there has been a continuing course of conduct, the date on which that conduct was discontinued.
3. Complaints shall be filed using KYOVA's Title VI Complaint Form ([click here for form](#)) or by contacting the KYOVA's Title VI Coordinator at 304-523-7434. Complaints shall be 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 Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The Complaint shall then be handled in the usual manner.

Complaints should be directed to:  
KYOVA Interstate Planning Commission  
Attention: Title VI Coordinator  
400 Third Avenue / P. O. Box 939  
Huntington, WV 25712  
Phone: 304-523-7434

4. Upon receipt of the completed and signed complaint form, the Title VI Coordinator will log-in the complaint, determine the basis of the complaint and determine who should conduct the investigation. In many cases, the Title VI Coordinator will serve as the investigator.
5. The Title VI Coordinator reviews and determines the appropriate action regarding every Title VI complaint. KYOVA will not proceed with or continue a complaint investigation if:
  - a. The Complaint Form is not complete or signed.
  - b. The complaint is, on its face value without merit.
  - c. The same allegations and issues of the complaint have been addressed in a recently closed investigation or by previous federal court decisions.
  - d. The complainant's or injured party's refusal to cooperate (including refusal to give permission to disclose his or her identity) has made it impossible to investigate further.
6. Within ten (10) business days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to be taken to process the allegation(s), and the complainant is advised of other avenues of redress available, such as the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Department of Justice and Department of Transportation. The notification letter contains:
  - a. The basis of the complaint.
  - b. A brief statement of the allegation(s) over which KYOVA has jurisdiction.
  - c. A brief statement of KYOVA's jurisdiction over the recipient to investigate the complaint; and
  - d. An indication of when the parties will be contacted.



## Title VI Complaint Procedure

7. The Title VI Coordinator will notify FHWA's Division office within ten (10) calendar days of receipt of the allegation(s). Generally, the following information will be included in every notification:
  - a. Name, address, and phone number of the complainant.
  - b. Email address, if available.
  - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability/handicap, etc.).
  - d. Date of the 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(s) raised in the complaint.
8. Within sixty (60) calendar days from the date the original complaint was received, the Title VI Coordinator will conduct and complete an investigation of the allegation(s) and assessed on the information obtained, will render a recommendation for action in a report of findings to FHWA's Division Office.
9. The Title VI Coordinator will conduct an in-depth, personal interview with the complainant(s). Information gathered in this interview includes: identification of each complainant by race color, sex, age, national origin, disability/handicap, or income status; name of the complainant; a complete statement concerning the nature of the complaint, including names, places, and incidents involved in the complaint; the date the complaint was filed; and any other pertinent information the investigator/team feels is relevant to the complaint. The interviews are recorded either on audio tape or by taking notes. The Title VI Coordinator arranges for the complainant to read, make necessary changes to, and sign the interview transcripts or interview notes. Every effort will be made to obtain early resolution of complaints at the lowest possible level.
10. Within ninety (90) calendar days of receipt of the complaint, the Title VI Coordinator will forward the investigative report to the FHWA. Included with the report is a copy of the complaint, copies of all documentation pertaining to the complaint, the date the complaint was filed, the date, the investigation was completed, the disposition and date of the disposition, and any other pertinent information. If, for some reason, the investigation cannot be completed within this timeframe, a status report shall be submitted to FHWA and the report shall follow upon completion. The FHWA will review and issue the official "Letter of Findings" to the complainant.

If the complaint cannot be resolved by KYOVA to the satisfaction of all parties concerned, the party not satisfied is advised of his or her right to appeal pursuant to Title 49, Code of Federal Regulations, Part 21. The appeal must be filed, in writing no later than 180 calendar days after the date of the alleged discrimination, unless the time for filing is extended by the Secretary to:

Federal Highway Administration  
Office of Civil Rights  
1200 New Jersey Avenue, SE  
8<sup>th</sup> Floor E81-314  
Washington, DC 20590

A complaint may be filed with the Secretary, U.S. Department of Transportation, before, during, or after the complaint has been filed with KYOVA Interstate Planning Commission.

### **Informal Title VI Complaint Procedure**

Title VI complaints may be resolved by informal means. When informal means are used, the complainant is informed of his or her right to file a formal written complaint. Any complaint received in writing is considered to be a formal complaint and is handled under the formal complaint procedure outlined above. KYOVA will periodically inform the state DOTs of all informal complaints. When a complaint has been directly filed with another federal agency, KYOVA is to be informed by the agency where the complaint has been filed and is to take whatever action is needed to resolve the complaint.



## Procedimiento de denuncia del Título VI

### Limadura de la denuncia

La Comisión de planeamiento de un estado a otro de KYOVA utiliza el procedimiento interno siguiente, detallado para el aviso que procesa y la resolución de todas las denuncias del título VI. Estos procedimientos incluyen, pero no se limitan:

1. Cualquier persona que crea que lo o la, individualmente, como miembro de cualquier clase específica, han sujetado a la discriminación prohibido por el título VI del acto de las derechas civiles de 1964, según la enmienda prevista, puede archivar una denuncia con el coordinador del título VI de KYOVA. Una denuncia se puede también archivar por un representante en nombre de tal persona.
2. Para tener la denuncia considerada conforme a este procedimiento, la denuncia se debe archivar no más adelante de 180 días naturales después:
  - ❖ La fecha del acto alegada de la discriminación; o
  - ❖ Donde ha habido un curso de continuación de la conducta, la fecha la cual esa conducta fue interrumpida.
3. Las denuncias serán llenadas usando el formulario de la denuncia del Título VI de KYOVA (haga clic aquí para el formulario) o entrando en contacto con al Coordinador del Título VI del KYOVA en 304-523-7434. Las denuncias serán dispuestas tan completamente como sea posible los hechos y las circunstancias que rodean la discriminación demandada. En caso de que una persona haga una denuncia verbal de la discriminación a un oficial o a un empleado del beneficiario, la persona será entrevistada con por el coordinador del título VI. En caso de necesidad, el coordinador del título VI ayudará a la persona en la reducción de la denuncia a la escritura y presentará la versión escrita de la denuncia a la persona para la firma. La denuncia entonces será manejada de la manera usual.

Las denuncias se deben dirigir a:  
Comisión de planeamiento de un estado a otro de  
KYOVA Atención: Coordinador del Título VI Atención:  
400 terceras Avenidas/P. O. Box  
939  
Teléfono: 304-523-7434

4. Tras el recibo llenada el formulario y firmada la denuncia, el coordinador del Título VI abrirá una sesión la denuncia, determinará la base de la denuncia y determinará quien debe conducir la investigación. En muchos casos, el coordinador del Título VI servirá como el investigador.
5. El coordinador del Título VI revisa y determina la acción apropiada con respecto a cada denuncia del Título VI. KYOVA no procederá con ni continuará una investigación de denuncia si:
  - a. El formulario de la denuncia no es completo o firmado.
  - b. La denuncia esta, en su valor nominal sin mérito.
  - c. Las mismas alegaciones y aplicaciones la denuncia han sido abordadas en una investigación recientemente cerrado o por decisiones del tribunal federales anteriores.
  - d. La denegación del denunciante o del partido herido a cooperar (denegación incluyendo para dar el permiso para divulgar su identifica) ha hecho imposible investigar más legos.
6. Dentro de diez (10) los días laborales, el coordinador del Título VI reconocerá el recibo de la alegación, informe al denunciante la acción realizada o propuesta que se tomara para procesa las alegaciones, y aconsejan el denunciante de otras avenidas de la compensación disponibles, por ejemplo, la administración federal de la carretera (FHWA), la administración federal del tránsito (FTA), Ministerio de Justicia y el Ministerio de Transporte. La letra de la notificación contiene:
  - a. La base de la denuncia.
  - b. Una declaración breve de las alegaciones sobre las cuales KYOVA tiene jurisdicción
  - c. Una declaración breve de la jurisdicción de KYOVA sobre el beneficiario para investigar la denuncia; y
  - d. Una indicación de cuando los partidos serán entrados en contacto con.

## Procedimiento de denuncia del Titulo VI

4. El coordinador del título VI notificará la oficina de la división de FHWA dentro de diez (10) los días naturales del recibo de las alegaciones. La siguiente información será incluida en cada notificación:
  - ❖ Nombre, dirección, y número de teléfono de el denunciante.
  - ❖ Dirección de correo electrónico, si está disponible.
  - ❖ Base de la denuncia (es decir, raza, color, origen nacional, sexo, edad, incapacidad/desventaja, etc.).
  - ❖ Fecha del alegado.
  - ❖ Fecha de la denuncia recibida por el beneficiario.
  - ❖ Una declaración de la denuncia.
  - ❖ Otras agencias (estado, local o federal) donde se ha archivado la denuncia.
  - ❖ Una explicación de las acciones el beneficiario ha tomado o propuesto resolver las cuestiones planteadas en la denuncia.
5. Dentro de sesenta (60) días naturales a partir de la fecha que la denuncia original fue recibida la denuncia recibid, el coordinador del Título VI lo va a hacer del Título VI Coordinato y termina una investigación de las alegaciones y la evaluó rendirá una recomendación para la acción en un informe de hallazgos a la oficina de la división de FHWA.
6. El coordinador del Título VI Conducirá una entrevista profundizada, personal con los denunciantes. La información recopilada en esta entrevista incluye: identificación de cada denunciante por color de la raza, el sexo, la edad, el origen nacional, la incapacidad/la desventaja, o la situación de la renta; nombre del denunciante; una declaración completa referente a la naturaleza de la denuncia, incluyendo nombres, lugares, e incidentes implicados en la denuncia; la fecha que la denuncia fue archivada; y cualquier otra información pertinente el investigador/el equipo siente es relevante a la denuncia. Las entrevistas son registradas en la cinta de audio o tomando notas. El Coordinador del Título VI arregla para que el denunciante lea, realice cambios necesarios a, y firme las transcripciones de la entrevista o las notas de la entrevista. Todo lo posible será hecho para obtener la resolución temprana de denuncias en el nivel posible más bajo.
7. Dentro de noventa (90) días naturales del recibo de la denuncia, el coordinador del título VI transmitirá al informe de investigación el FHWA. Se incluye con el informe una copia de la denuncia, copias de toda la documentación referente a la denuncia, la fecha que la denuncia fue archivada, la fecha, la investigación fue terminada, la disposición y la fecha de la disposición, y cualquier otra información pertinente. Si, por alguna razón, la investigación no se puede terminar dentro de este calendario, un informe será sometido a FHWA y el informe seguirá sobre la realización. El FHWA revisará y publicará la "letra oficial de hallazgos" al denunciante.

Si la denuncia no puede ser resuelta por KYOVA para satisfacción de todos los partidos referidos, el partido no satisfecho se aconseja de su derecha de apelar de conformidad para titular 49, código de regulaciones federales, parte 21. La súplica debe ser archivada, en la escritura no más adelante de 180 días naturales después de la fecha de la discriminación alegada, a menos que la época para la limadura sea prolongada por la secretaria a:

Oficina Federal de la Administración de la  
carretera De las Derechas Civiles  
1200 Avenida de New  
Jersey, SE 8vo piso E-  
81-314  
Washington, DC 20590

Una denuncia se puede archivar con la secretaria; U.S. Departamento del transporte, antes, durante o después de la denuncia se ha archivado con la Comisión de planeamiento de un estado a otro de KYOVA.

### Procedimiento de denuncia informal del título VI

Las denuncias del titula VI pueden ser resueltas por medios informales. Cuando se utilizan los medios informales, el denunciante es informado de su derecha de archivar una denuncia escrita formal. Cualquier denuncia recibida en la escritura se considera ser una demanda oficial y se maneja conforme al procedimiento de la demanda oficial resumido arriba. KYOVA informara periódicamente a los puntos del estado todas las denuncias informales. Cuando una denuncia se ha archivado directamente con otra agencia federal, KYOVA debe ser informado por la agencia donde la denuncia se ha archivado y es tomar cualesquiera medidas son necesarias resolver la denuncia.

Note: Translation provided by [www.systranet.com/translate/](http://www.systranet.com/translate/)

Nota: Traducción proporcionada por [www.systranet.com/translate/](http://www.systranet.com/translate/)



**KYOVA Interstate Planning Commission**  
**Title VI Complaint Form**



<b>Section I</b>			
Name:			
Address:			
Telephone (Home):		Telephone (Work):	
Electronic Mail Address:			
Accessible Format Requirements	Large Print	<input type="checkbox"/>	Audio Tape <input type="checkbox"/>
	TDD	<input type="checkbox"/>	Other <input type="checkbox"/>
<b>Section II</b>			
Are you filing this complaint on your own behalf?		Yes* <input type="checkbox"/>	No <input type="checkbox"/>
*If you answered "yes" to this question, go to Section III.			
If not, please supply the name and relationship of the person for whom you are filing the complaint.			
Please explain why you have filed for a third party. If more space is needed, please use the back of this form or a separate sheet.			
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Section III</b>			
I believe the discrimination I experienced was based on (check all that apply):			
Race <input type="checkbox"/>	Color <input type="checkbox"/>	National Origin <input type="checkbox"/>	Age <input type="checkbox"/> Disability <input type="checkbox"/> Family or Religious Status <input type="checkbox"/>
Other (explain):			
Date of Alleged Discrimination (Month, Day, Year):			
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form or a separate sheet.			



**KYOVA Interstate Planning Commission Complaint Form – Continued**

**Section IV**

Have you previously filed a Title VI complaint with this agency?      Yes          No

**Section V**

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?      Yes      No

If yes, check all that apply:	Federal Agency	<input type="checkbox"/>	Federal Court	<input type="checkbox"/>	State Agency	<input type="checkbox"/>
	State Court	<input type="checkbox"/>	Local Agency	<input type="checkbox"/>		

Please provide information about a contact person at the agency/court where the complaint was filed.	Name:					
	Title:					
	Agency:					
	Address:					
	Telephone:					
	E-mail Address:					

**Section VI**

Name of agency complaint is against:

Contact Person:

Title:

Telephone Number:

E-mail:

You may attach any written materials or other information that you think is relevant to your complaint.

***Signature and date required below.***

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

Please submit this form in person to the address below, or mail this form to:  
 KYOVA Interstate Planning Commission  
 Attention: Title VI/EJ Coordinator  
 400 Third Avenue  
 P. O. Box 939  
 Huntington, WV 25712





**Formulario de Quejas del Título VI de la Comisión de  
Planificación Interestatal de KYOVA**

<b>Sección I</b>			
Nombre:			
Dirección:			
Teléfono (Hogar):		Teléfono (Trabajo):	
Dirección de correo electrónico:			
Requisitos de formato accesible	Letra grande	Cinta de audio	
	TDD	Otro	
<b>Sección II</b>			
¿Está presentando esta queja en su propio nombre?		Sí* No	
* Si respondió "sí" a esta pregunta, vaya a la Sección III.			
De lo contrario, proporcione el nombre y la relación de la persona por la que está presentando la queja.			
Por favor, explique por qué ha solicitado un tercero. Si necesita más espacio, utilice la parte de atrás de este formulario o una hoja por separado.			
Confirme que ha obtenido el permiso de la parte perjudicada si está presentando una solicitud en nombre de un tercero.		Sí No	
<b>Sección III</b>			
Creo que la discriminación que experimenté se basó en (marque todo lo que corresponda):			
Carrera Color	Origen nacional	Años	Discapacidad
			Estado familiar o religioso
Otro (explique):			
Fecha de presunta discriminación (mes, día, año):			
Explique lo más claramente posible qué sucedió y por qué cree que lo discriminaron. Describa todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de las personas que lo discriminaron (si se conoce), así como los nombres y la información de contacto de los testigos. Si necesita más espacio, utilice la parte de atrás de este formulario o una hoja por separado.			

**Formulario de Queja de la Comisión de Planificación Interestatal de KYOVA - Continuación**

<b>Sección IV</b>					
¿Ha presentado anteriormente una queja del Título VI con esta agencia?			Sí		No
<b>Sección v</b>					
¿Ha presentado esta queja ante cualquier otra agencia federal, estatal o local, o ante cualquier tribunal federal o estatal?			Sí		No
En caso afirmativo, marque todo lo que corresponda:	Agencia Federal		Corte federal		Agencia del estado
	Corte estatal		Agencia local		
Proporcione información sobre una persona de contacto en la agencia / corte donde se presentó la queja.	Nombre:				
	Título:				
	Agencia:				
	Dirección:				
	Teléfono:				
Dirección de correo electrónico:					
<b>Sección VI</b>					
El nombre de la queja de la agencia es contra:					
Persona de contacto:					
Título:					
Número de teléfono:					
E-mail:					

Puede adjuntar cualquier material escrito u otra información que considere relevante para su queja.

***Firma y fecha requeridas a continuación.***

\_\_\_\_\_

Firma  
Fecha

Envíe este formulario en persona a la dirección que figura a continuación,  
o envíe este formulario a:  
KYOVA Interstate Planning Commission  
Atención: Coordinador Título VI / EJ  
400 Third Avenue  
P. O. Box 939  
Huntington, WV 25712

# **Appendix B**

## **Title VI Complaint Log**



**This page intentionally left blank**

# **Appendix C**

## **Title VI Public Involvement Survey**



# KYOVA Interstate Planning Commission Title VI Public Involvement Survey

## Completing this form is voluntary.

You are not required to provide the information requested  
in order to participate in this meeting.

KYOVA Interstate Planning Commission, the Metropolitan Planning Organization for the Huntington, WV-KY-OH Urbanized Area (Cabell and Wayne counties, West Virginia; Boyd and Greenup counties, Kentucky; and the urbanized portion of Lawrence County, Ohio) conducts its programs, services and activities without regard to race, color or national origin in accordance with Title VI of the Civil Rights Act. In order for the MPO to understand who is being included in the public involvement process, KYOVA has developed this voluntary survey. Data gathered from this survey will help the MPO identify additional outreach efforts, as needed. Your response is important as it helps us better serve you and your community.

Completion of this survey is completely voluntary and kept confidential. KYOVA will use the information gathered to monitor programs and activities for compliance with Title VI of the Civil Rights Act of 1964, as amended, and its related statutes and regulations.

For more information about KYOVA's responsibility under Title VI of the Civil Rights Act or the Americans with Disabilities Act (ADA), please contact the Title VI/ADA Coordinator by phone at 304-523-7434, e-mail at [dslusher@kyovaipc.org](mailto:dslusher@kyovaipc.org), or in person at 400 Third Avenue, Huntington, West Virginia 25701. Information is also available on the KYOVA website at [www.kyovaipc.org](http://www.kyovaipc.org) under the Title VI/Environmental Justice Tab.

### GENERAL INFORMATION

Name (Optional): \_\_\_\_\_

Meeting Purpose: \_\_\_\_\_

Location of Meeting: \_\_\_\_\_

Date/Time of Meeting: \_\_\_\_\_

Zip Code of Residence: \_\_\_\_\_

Age: \_\_\_\_\_ / Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ Other

Prefer not to answer age and/or gender: \_\_\_\_\_

### TITLE VI INFORMATION

**Race/Ethnicity**

White/Caucasian     Black/African American  
 Hispanic/Latino     Asian/Pacific Islander  
 Native American     Multiracial  
 Other     Prefer not to answer

### Household Income

Less than \$10,000     \$10,000 to \$20,000  
 \$20,999 to \$30,000     \$30,000 to \$40,000  
 \$40,000 to \$50,000     More than \$50,000  
 Prefer not to answer

### Do you have a disability – this pertains to the American with Disabilities Act (ADA)

Yes     No     Prefer not to answer

**In addition to the public notice and/or flyer that made you aware of this meeting, what other forms of communications or locations for flyers/notices would help better inform you of MPO meetings?**

---

---

---

---

---

**What could the MPO do to better serve the transportation needs of all residents of the KYOVA region (Cabell and Wayne counties, WV; Boyd and Greenup counties, KY; and the urbanized portion of Lawrence County OH)?**

---

---

---

---

---

**Do you have any other questions or comments for KYOVA?**

---

---

---

---

**If you would like a response to any of the questions or comments you have provided in this survey or would like to be included in future mailings regarding MPO meetings, please provide your contact information below.**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Email:** \_\_\_\_\_

**Please send me a response to my question(s) or comment(s) via:**

\_\_\_ Mail \_\_\_ Email

# **Appendix D**

## **Detailed Demographic Data**

SELECT SOCIOECONOMIC DEMOGRAPHICS BY CENSUS TRACT

State	County	Census Tract/Area	Est. Population	% Below Poverty Level (All People)	% Age 65 +	% Minority (non-white) as Total County Population	% Hispanic	% HS Graduate or Higher 25+ Years	% Speaks English "Less than Very Well"	% Disability	% HH with no Vehicle	% With a Computer	% With Broadband Subscription	Census Tract/Area		
West Virginia	Cabell	Cabell	94,622	21.2%	18.7%	9.77%	1.5%	89.3%	31.3%	18.0%	11.0%	87.9%	75.4%	Cabell		
		1.01	1,542	20.0%	19.3%	0.13%	7.4%	88.6%	49.1%	16.0%	2.0%	83.5%	68.7%	1.01		
		1.02	1,967	18.6%	19.5%	0.23%	0.0%	89.7%	18.4%	21.2%	13.3%	85.4%	73.8%	1.02		
		2	2,587	37.1%	18.9%	0.11%	1.9%	71.5%	0.0%	37.0%	18.6%	81.8%	57.6%	2		
		3	2,669	38.0%	18.8%	0.33%	0.0%	88.2%	21.4%	25.1%	9.9%	82.5%	67.4%	3		
		4	2,555	38.0%	4.0%	0.35%	0.0%	80.6%	0.0%	12.8%	9.3%	89.0%	74.8%	4		
		5	3,430	70.1%	9.0%	0.65%	0.8%	97.0%	26.1%	11.0%	15.7%	97.7%	77.7%	5		
		6	1,262	60.4%	19.3%	0.32%	5.4%	80.8%	25.9%	13.3%	38.7%	83.7%	64.3%	6		
		9	1,528	42.1%	14.0%	0.34%	0.9%	85.4%	0.0%	33.9%	15.1%	91.5%	75.9%	9		
		10	2,160	25.4%	25.3%	0.26%	0.0%	79.8%	0.0%	34.9%	12.0%	87.9%	71.5%	10		
		11	2,039	30.2%	18.7%	0.19%	1.0%	76.9%	0.0%	26.0%	17.4%	84.5%	62.3%	11		
		12	2,854	15.6%	18.0%	0.27%	0.3%	87.4%	56.5%	17.9%	18.8%	82.0%	74.4%	12		
		13	2,492	22.5%	19.7%	0.35%	2.6%	93.8%	34.3%	16.1%	16.0%	96.2%	82.9%	13		
		14	2,187	46.1%	12.2%	0.80%	0.2%	85.8%	0.0%	24.9%	26.2%	82.6%	66.5%	14		
		15	1,904	42.7%	23.6%	1.08%	0.0%	88.4%	0.0%	20.9%	42.1%	66.5%	51.4%	15		
		16	823	27.9%	12.8%	0.19%	2.7%	77.3%	29.2%	31.4%	24.6%	87.9%	73.4%	16		
		18	3,432	44.1%	8.7%	0.69%	2.1%	88.7%	0.0%	15.1%	20.0%	87.5%	73.3%	18		
		19	2,396	9.1%	20.0%	0.10%	2.4%	98.0%	61.9%	11.4%	5.0%	96.6%	87.7%	19		
		20	3,142	4.6%	24.4%	0.25%	0.0%	98.3%	32.4%	9.5%	0.0%	96.8%	91.1%	20		
		21	3,035	16.8%	36.4%	0.14%	0.0%	90.0%	72.4%	22.7%	6.2%	86.5%	77.1%	21		
		101.03	3,076	14.3%	22.9%	0.03%	1.4%	89.2%	0.0%	14.1%	2.5%	95.0%	75.8%	101.03		
		101.04	2,581	11.0%	23.8%	0.13%	2.6%	95.1%	0.0%	10.5%	8.6%	89.6%	73.4%	101.04		
		102.02	4,438	12.5%	17.3%	0.34%	1.5%	94.9%	25.3%	13.2%	5.4%	90.1%	78.8%	102.02		
		102.03	3,867	22.9%	16.0%	0.24%	0.7%	97.3%	0.0%	14.0%	3.0%	96.8%	85.2%	102.03		
		102.04	1,969	11.5%	24.7%	0.23%	0.0%	99.1%	30.6%	14.5%	2.7%	96.2%	95.0%	102.04		
		103	2,782	13.8%	19.2%	0.09%	0.4%	92.7%	13.3%	17.0%	7.5%	92.0%	77.4%	103		
		104.01	3,798	18.2%	12.1%	0.14%	0.3%	85.0%	0.0%	12.7%	7.6%	87.0%	79.5%	104.01		
		104.02	3,484	6.1%	21.0%	0.40%	3.9%	99.1%	42.5%	14.5%	4.3%	88.9%	85.4%	104.02		
		105	5,691	7.7%	15.2%	0.12%	3.1%	89.9%	0.0%	16.4%	0.6%	92.4%	83.1%	105		
		106	4,261	14.5%	23.0%	0.19%	0.0%	89.0%	38.0%	20.3%	6.3%	89.8%	79.3%	106		
		107.01	2,831	8.9%	26.3%	0.09%	1.2%	90.5%	0.0%	16.2%	2.5%	68.6%	49.1%	107.01		
		107.02	3,415	20.3%	24.8%	0.11%	0.6%	80.2%	0.0%	19.4%	5.1%	90.4%	81.2%	107.02		
		108.01	2,176	12.7%	28.4%	0.11%	0.0%	90.3%	0.0%	18.9%	7.1%	92.6%	78.9%	108.01		
		108.02	4,584	8.6%	17.7%	0.16%	0.0%	88.7%	0.0%	17.2%	14.2%	84.5%	78.4%	108.02		
		109	1,665	47.3%	12.5%	0.60%	17.1%	86.5%	52.7%	27.2%	42.9%	64.0%	50.2%	109		
		Wayne	39,337	17.3%	20.8%	3.52%	0.7%	81.7%	19.8%	24.0%	7.2%	84.0%	73.0%	Wayne		
		51	1,924	17.1%	20.4%	0.21%	0.4%	93.8%	33.3%	23.5%	4.9%	93.0%	83.0%	51		
		52	1,875	28.2%	19.6%	0.20%	0.0%	83.1%	0.0%	21.9%	18.2%	81.3%	63.4%	52		
		201	2,411	18.9%	21.4%	0.66%	2.4%	85.3%	0.0%	16.8%	3.6%	93.2%	89.5%	201		
203	4,771	16.7%	26.8%	0.61%	0.0%	86.6%	40.0%	28.2%	5.4%	84.3%	74.0%	203				
204	6,516	9.1%	16.4%	0.27%	0.0%	82.3%	0.0%	21.1%	1.2%	88.3%	83.2%	204				
205	4,528	16.3%	22.4%	0.47%	0.8%	83.6%	0.0%	20.6%	8.1%	78.2%	66.6%	205				
206	4,842	21.1%	21.3%	0.20%	0.0%	87.6%	0.0%	18.4%	8.2%	87.9%	76.3%	206				
207	3,905	14.2%	19.6%	0.01%	0.0%	84.2%	45.9%	23.7%	3.3%	85.3%	73.4%	207				
208	3,481	25.4%	19.4%	0.56%	5.1%	69.8%	12.2%	30.9%	12.4%	79.5%	66.9%	208				
209	2,471	25.4%	30.1%	0.33%	0.0%	73.9%	0.0%	30.4%	8.9%	79.3%	55.8%	209				
210	2,613	27.7%	12.9%	0.02%	0.0%	65.4%	0.0%	33.5%	14.1%	72.2%	60.4%	210				
Kentucky	Boyd	Boyd	48,447	12.9%	19.5%	6.69%	1.9%	88.3%	37.5%	23.9%	8.4%	96.6%	85.3%	Boyd		
		302	1,161	20.4%	16.7%	0.26%	0.7%	83.1%	0.0%	37.9%	36.7%	86.1%	73.5%	302		
		303	2,090	21.5%	21.7%	0.47%	0.6%	79.9%	0.4%	32.8%	13.8%	83.7%	81.2%	303		
		304	2,244	7.6%	19.8%	0.18%	0.0%	89.1%	70.2%	19.2%	8.3%	89.5%	67.8%	304		
		305	4,891	12.7%	17.0%	1.09%	8.0%	87.7%	65.7%	17.6%	4.1%	95.4%	93.0%	305		
		306	4,161	10.5%	27.7%	0.30%	0.0%	97.9%	31.0%	24.0%	5.8%	97.2%	93.3%	306		
		307	3,128	12.9%	20.9%	0.50%	1.0%	822.0%	0.0%	27.6%	5.6%	87.6%	83.9%	307		
		308	4,011	26.4%	14.8%	0.53%	3.4%	88.7%	0.0%	33.3%	23.9%	89.3%	83.0%	308		
		309	5,104	17.3%	19.5%	0.92%	4.3%	83.5%	49.5%	22.6%	6.2%	87.4%	84.6%	309		
		310.01	1,323	10.5%	21.8%	0.05%	0.0%	88.1%	0.0%	21.4%	2.9%	83.2%	85.0%	310.01		
		310.03	3,098	4.3%	14.1%	0.79%	1.9%	88.2%	28.3%	18.2%	1.7%	96.6%	91.4%	310.03		
		310.04	4,440	13.7%	18.9%	0.63%	1.2%	89.5%	0.0%	19.3%	1.6%	90.8%	88.6%	310.04		
		311.01	4,361	5.2%	24.7%	0.29%	0.0%	90.4%	0.0%	26.8%	5.4%	95.3%	86.6%	311.01		
		311.02	2,404	3.3%	10.4%	0.16%	0.7%	95.7%	0.0%	19.3%	0.0%	94.4%	94.4%	311.02		
		312	3,920	7.0%	18.8%	0.10%	0.0%	89.7%	0.0%	19.1%	3.7%	90.0%	85.0%	312		
		313	2,111	28.1%	28.8%	0.45%	0.3%	82.9%	27.3%	34.3%	14.1%	77.1%	69.9%	313		
		Greenup	Greenup	35,996	14.8%	20.9%	3.95%	1.1%	90.2%	33.5%	21.0%	5.0%	88.2%	81.2%	Greenup	
			401	4,646	7.9%	21.6%	0.95%	0.6%	96.6%	20.0%	18.5%	4.8%	93.5%	87.6%	401	
			402.01	2,579	19.4%	22.8%	0.11%	2.1%	83.9%	0.0%	17.0%	7.5%	86.3%	84.7%	402.01	
			402.02	4,884	11.5%	15.7%	0.41%	0.0%	92.1%	78.7%	19.8%	6.1%	88.7%	84.9%	402.02	
			403	3,877	13.8%	22.9%	0.61%	1.3%	89.4%	0.0%	18.2%	4.8%	88.6%	83.0%	403	
			404	5,620	22.5%	20.9%	0.36%	0.4%	92.6%	0.0%	23.4%	6.0%	90.9%	82.2%	404	
			405.01	3,292	15.1%	43.5%	0.42%	4.6%	95.6%	0.0%	21.1%	4.3%	92.7%	85.1%	405.01	
			405.02	4,591	10.3%	21.0%	0.69%	2.3%	86.9%	12.0%	27.8%	4.2%	86.6%	77.7%	405.02	
			406	3,066	18.2%	23.4%	0.18%	0.0%	88.2%	13.6%	18.3%	5.8%	80.3%	69.1%	406	
			407	3,441	16.5%	23.9%	0.20%	0.0%	82.5%	100.0%	22.1%	1.9%	81.6%	72.9%	407	
		Ohio	Lawrence	Lawrence	58,570	18.8%	18.4%	5.44%	1.0%	88.9%	30.4%	13.3%	5.8%	86.8%	79.8%	Lawrence
				501	2,764	25.7%	19.6%	0.10%	0.0%	89.8%	100.0%	22.0%	5.9%	93.3%	88.4%	501
				502	2,199	19.2%	24.3%	0.10%	0.9%	91.7%	100.0%	31.7%	6.8%	81.9%	73.0%	502
				503	2,111	34.4%	16.8%	0.33%	0.5%	87.9%	0.0%	25.1%	24.5%	76.7%	72.2%	503
504	3,066			21.2%	24.8%	0.32%	2.9%	91.9%	0.0%	32.3%	11.0%	77.6%	73.4%	504		
505.01	3,030			25.4%	14.5%	0.00%	0.0%	77.5%	0.0%	32.3%	0.0%	87.1%	71.0%	505.01		
505.02	2,040			18.8%	24.4%	0.05%	2.5%	92.3%	0.0%	23.5%	5.4%	76.1%	66.8%	505.02		
506	1,434			26.2%	17.9%	0.12%	0.6%	79.4%	83.3%	25.4%	4.3%	71.6%	51.3%	506		
507	4,106			23.7%	11.5%	0.23%	0.0%	85.7%	100.0%	25.9%	3.5%	80.5%	77.2%	507		
508	3,391			19.5%	15.1%	0.02%	0.4%	91.9%	0.0%	15.7%	1.6%	91.7%	88.7%	508		
509	2,167			19.2%	12.2%	0.50%	1.2%	82.1%	0.0%	25.7%	11.2%	97.2%	94.0%	509		
510.01	4,073			19.4%	16.8%	0.70%	2.7%	93.9%	33.3%	16.4%	3.8%	93.8%	89.3%	510.01		
510.02	4,108			28.1%	15.1%	0.15%	0.7%	86.6%	0.0%	22.2%	3.0%	87.9%	79.0%	510.02		
511.01	3,824			19.3%	20.6%	0.31%	0.0%	79.6%	0.0%	23.4%	8.7%	77.6%	70.1%	511.01		
511.02	3,028			10.6%	25.8%	1.10%	3.8%	93.7%	23.8%	28.7%	1.5%	95.5%	90.7%	511.02		
512	5,086			11.1%	13.7%	0.57%	0.5%	92.1%	0.0%	15.3%	1.8%	95.5%	89.0%	512		
513	3,391			14.1%	22.8%	0.16%	0.0%	89.4%	0.0%	22.0%	12.5%	82.7%	74.0%	513		
514.01	5,581			8.5%	20.8%	0.46%	0.0%	94.2%	34.8%	24.6%	3.9%	87.4%	78.7%	514.01		
514.02	3,171			12.5%	20.0%	0.22%	3.1%	91.0%	0.0%	19.1%	3.9%	91.5%	87.8%	514.02		

Sources: American Community Survey - S1810 Disability Characteristics / S1501 Educational Attainment / DP02-Selected Social Characteristics / DP05 Demographic and Housing Estimates / DP03 Selected Economic Characteristics / S0101 Age and Sex / S1501 Educational Attainment / S1801 Language Spoken at Home / DP04 Selected Housing Characteristics



SOCIOECONOMIC DATA BY RACE

State	County	Census Tract/Area	Est. Pop	One Race	% One Race	White	% White	Black or African American	% Black or African American	American Indian & Alaska Native	% American Indian & Alaska Native	Asian	% Asian	Native Hawaiian or Other Pacific Islander	% Native Hawaiian or Other Pacific Islander	Some other Race	% Some Other Race	Two or More Races	% Two or More Races	Hispanic or Latino (of any race)	% Hispanic or Latino (of any race)	Not Hispanic or Latino	% Not Hispanic or Latino		
West Virginia	Cabell	Cabell	94,622	91,683	96.9%	85,375	90.2%	4,341	4.6%	107	0.1%	1,216	1.3%	13	0.0%	631	0.7%	2,939	3.1%	1,396	1.5%	93,226	98.5%		
		1.01	1,542	1,536	99.6%	1,422	92.2%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	114	7.4%	6	0.4%	114	7.4%	1,428	92.6%		
		1.02	1,967	1,900	96.6%	1,746	88.8%	100	5.1%	29	1.5%	16	0.8%	9	0.5%	0	0.0%	67	3.4%	0	0.0%	1,967	100.0%		
		2	2,587	2,515	97.2%	2,486	96.1%	29	1.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	72	2.8%	48	1.9%	2,539	98.1%		
		3	2,669	2,558	95.8%	2,354	88.2%	41	1.5%	0	0.0%	163	6.1%	0	0.0%	0	0.0%	111	4.2%	0	0.0%	2,669	100.0%		
		4	2,555	2,452	96.0%	2,225	87.1%	202	7.9%	0	0.0%	0	0.0%	0	0.0%	25	1.0%	103	4.0%	0	0.0%	2,555	100.0%		
		5	3,430	3,354	97.8%	2,817	82.1%	423	12.3%	31	0.9%	68	2.0%	0	0.0%	15	0.4%	76	2.2%	29	0.8%	3,401	99.2%		
		6	1,262	1,193	94.5%	959	76.0%	142	11.3%	0	0.0%	47	3.7%	0	0.0%	45	3.6%	69	5.5%	68	5.4%	1,194	94.6%		
		9	1,528	1,431	93.7%	1,209	79.1%	206	13.5%	0	0.0%	0	0.0%	0	0.0%	16	1.0%	97	6.3%	13	0.9%	1,515	99.1%		
		10	2,160	1,970	91.2%	1,917	88.8%	53	2.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	190	8.8%	0	0.0%	2,160	100.0%		
		11	2,039	1,943	95.3%	1,858	91.1%	63	3.1%	0	0.0%	10	0.5%	0	0.0%	12	0.6%	96	4.7%	21	1.0%	2,018	99.0%		
		12	2,854	2,678	93.8%	2,600	91.1%	78	2.7%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	176	6.2%	8	0.3%	2,846	99.7%		
		13	2,492	2,432	97.6%	2,159	86.6%	180	7.2%	0	0.0%	83	3.3%	0	0.0%	10	0.4%	60	2.4%	66	2.6%	2,426	97.4%		
		14	2,187	2,137	97.7%	1,429	65.3%	658	30.1%	9	0.4%	41	1.9%	0	0.0%	0	0.0%	50	2.3%	4	0.2%	2,183	99.8%		
		15	1,904	1,665	87.4%	883	46.4%	774	40.7%	8	0.4%	0	0.0%	0	0.0%	0	0.0%	239	12.6%	0	0.0%	1,904	100.0%		
		16	823	779	94.7%	643	78.1%	88	10.7%	0	0.0%	17	2.1%	0	0.0%	31	3.8%	44	5.3%	22	2.7%	801	97.3%		
		18	3,432	3,372	98.3%	2,776	80.9%	425	12.4%	5	0.1%	0	0.0%	0	0.0%	166	4.8%	60	1.7%	72	2.1%	3,360	97.9%		
		19	2,396	2,338	97.6%	2,304	96.2%	19	0.8%	0	0.0%	9	0.4%	0	0.0%	6	0.3%	58	2.4%	57	2.4%	2,339	97.6%		
		20	3,142	3,097	98.6%	2,904	92.4%	63	2.0%	9	0.3%	121	3.9%	0	0.0%	0	0.0%	45	1.4%	0	0.0%	3,142	100.0%		
		21	3,035	2,987	98.4%	2,905	95.7%	5	0.2%	0	0.0%	72	2.4%	4	0.1%	1	0.0%	48	1.6%	0	0.0%	3,035	100.0%		
		101.03	3,076	3,061	99.5%	3,044	99.0%	17	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	15	0.5%	44	1.4%	3,032	98.6%		
		101.04	2,581	2,537	98.3%	2,457	95.2%	59	2.3%	0	0.0%	21	0.8%	0	0.0%	0	0.0%	44	1.7%	66	2.6%	2,515	97.4%		
		102.02	4,438	4,287	96.6%	4,116	92.7%	32	0.7%	0	0.0%	73	1.6%	0	0.0%	66	1.5%	151	3.4%	66	1.5%	4,372	98.5%		
		102.03	3,867	3,775	97.6%	3,637	94.1%	138	3.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	92	2.4%	28	0.7%	3,839	99.3%		
		102.04	1,969	1,969	100.0%	1,748	88.8%	95	4.8%	0	0.0%	126	6.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	1,969	100.0%		
		103	2,782	2,782	100.0%	2,696	96.9%	82	2.9%	4	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	12	0.4%	2,770	99.6%
		104.01	3,798	3,761	99.0%	3,664	96.5%	94	2.5%	0	0.0%	0	0.0%	0	0.0%	3	0.1%	37	1.0%	10	0.3%	3,788	99.7%		
		104.02	3,484	3,323	95.4%	3,103	89.1%	84	2.4%	0	0.0%	136	3.9%	0	0.0%	0	0.0%	161	4.6%	135	3.9%	3,349	96.1%		
		105	5,691	5,589	98.2%	5,578	98.0%	0	0.0%	11	0.2%	0	0.0%	0	0.0%	0	0.0%	102	1.8%	175	3.1%	5,516	96.9%		
		106	4,261	4,110	96.5%	4,077	95.7%	0	0.0%	0	0.0%	33	0.8%	0	0.0%	0	0.0%	151	3.5%	0	0.0%	4,261	100.0%		
		107.01	2,831	2,744	96.9%	2,743	96.9%	0	0.0%	1	0.0%	0	0.0%	0	0.0%	0	0.0%	87	3.1%	35	1.2%	2,796	98.8%		
		107.02	3,415	3,333	97.6%	3,313	97.0%	11	0.3%	0	0.0%	9	0.3%	0	0.0%	0	0.0%	82	2.4%	19	0.6%	3,396	99.4%		
		108.01	2,176	2,147	98.7%	2,073	95.3%	1	0.0%	0	0.0%	72	3.3%	0	0.0%	1	0.0%	29	1.3%	0	0.0%	2,176	100.0%		
		108.02	4,584	4,497	98.1%	4,434	96.7%	0	0.0%	0	0.0%	11	0.2%	0	0.0%	52	1.1%	87	1.9%	0	0.0%	4,584	100.0%		
		109	1,665	1,431	85.9%	1,096	65.8%	179	10.8%	0	0.0%	88	5.3%	0	0.0%	68	4.1%	234	14.1%	284	17.1%	1,381	82.9%		
		West Virginia	Wayne	Wayne	39,337	38,408	97.6%	37,952	97.6%	261	0.7%	11	0.0%	59	0.1%	0	0.0%	99	0.3%	929	2.4%	277	0.7%	39,060	99.3%
				51	1,924	1,872	97.3%	1,840	97.3%	18	0.9%	11	0.6%	2	0.1%	0	0.0%	1	0.1%	52	2.7%	8	0.4%	1,916	99.6%
				52	1,875	1,839	98.1%	1,798	98.1%	20	1.1%	0	0.0%	21	1.1%	0	0.0%	0	0.0%	36	1.9%	0	0.0%	1,875	100.0%
				201	2,411	2,400	99.5%	2,153	99.5%	181	7.5%	0	0.0%	9	0.4%	0	0.0%	57	2.4%	11	0.5%	57	2.4%	2,354	97.6%
				203	4,771	4,573	95.8%	4,533	95.8%	14	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	198	4.2%	0	0.0%	4,771	100.0%
				204	6,516	6,444	98.9%	6,410	98.9%	0	0.0%	0	0.0%	21	0.3%	0	0.0%	13	0.2%	72	1.1%	0	0.0%	6,516	100.0%
205	4,528			4,361	96.3%	4,343	96.3%	12	0.3%	0	0.0%	6	0.1%	0	0.0%	0	0.0%	167	3.7%	34	0.8%	4,484	99.2%		
206	4,842			4,778	98.7%	4,765	98.7%	13	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	64	1.3%	0	0.0%	4,842	100.0%		
207	3,905			3,905	100.0%	3,902	100.0%	3	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	3,905	100.0%		
208	3,481			3,287	94.4%	3,259	94.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	28	0.8%	194	5.6%	178	5.1%	3,303	94.9%		
209	2,471			2,342	94.8%	2,342	94.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	129	5.2%	0	0.0%	2,471	100.0%		
210	2,613			2,607	99.8%	2,607	99.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	6	0.2%	0	0.0%	2,613	100.0%		
Kentucky	Boyd			Boyd	48,447	46,866	96.7%	45,205	93.3%	920	1.9%	9	0.0%	186	0.4%	14	0.0%	532	1.1%	1,581	3.3%	929	1.9%	47,518	98.1%
		302	1,161	1,063	91.6%	1,036	89.2%	27	2.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	98	8.4%	8	0.7%	1,153	99.3%		
		303	2,090	2,012	96.3%	1,862	89.1%	50	2.4%	7	0.3%	73	3.5%	0	0.0%	20	1.0%	78	3.7%	13	0.6%	2,077	99.4%		
		304	2,244	2,231	99.4%	2,157	96.1%	21	0.9%	0	0.0%	53	2.4%	0	0.0%	0	0.0%	13	0.6%	0	0.0%	2,244	100.0%		
		305	4,891	4,662	95.3%	4,364	89.2%	11	0.2%	0	0.0%	0	0.0%	0	0.0%	287	5.9%	229	4.7%	389	8.0%	4,502	92.0%		
		306	4,161	4,039	97.1%	4,018	96.6%	21	0.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	122	2.9%	0	0.0%	4,161	100.0%		
		307	3,128	3,072	98.2%	2,888	92.3%	184	5.9%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	56	1.8%	30	1.0%	3,098	99.0%		
		308	4,011	3,811	95.0%	3,756	93.6%	32	0.8%	2	0.0%	0	0.0%	0	0.0%	21	0.5%	200	5.0%	137	3.4%	3,874	96.6%		
		309	5,104	4,918	96.4%	4,659	91.3%	24	0.5%	0	0.0%	60	1.2%	0	0.0%	175	3.4%	186	3.6%	217	4.3%	4,887	95.7%		
		310.01	1,323	1,302	98.4%	1,298	98.1%	4	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	21	1.6%	0	0.0%	1,323	100.0%		
		310.03	3,098	3,074	99.2%	2,715	87.6%	337	10.9%	0	0.0%	0	0.0%	7	0.2%	15	0.5%</								

WHITE/NON-WHITE SOCIOECONOMIC DATA

State	County	Census Tract/Area	Est. Population	% White (CT/Est Pop)	# White in CT	# Non-White	% Non-White by CT (NW/CT Est Pop)	% Non-White as Total County Population		
West Virginia	Cabell	Cabell	94,622	90.2%	85,375	9247	9.8%	9.77%		
		1.01	1,542	92.2%	1,422	120	7.8%	0.13%		
		1.02	1,967	88.8%	1,746	221	11.2%	0.23%		
		2	2,587	96.1%	2,486	101	3.9%	0.11%		
		3	2,669	88.2%	2,354	315	11.8%	0.33%		
		4	2,555	87.1%	2,225	330	0.0%	0.35%		
		5	3,430	82.1%	2,817	613	17.9%	0.65%		
		6	1,262	76.0%	959	303	24.0%	0.32%		
		9	1,528	79.1%	1,209	319	20.9%	0.34%		
		10	2,160	88.8%	1,917	243	11.3%	0.26%		
		11	2,039	91.1%	1,858	181	8.9%	0.19%		
		12	2,854	91.1%	2,600	254	8.9%	0.27%		
		13	2,492	86.6%	2,159	333	13.4%	0.35%		
		14	2,187	65.3%	1,429	758	34.7%	0.80%		
		15	1,904	46.4%	883	1021	53.6%	1.08%		
		16	823	78.1%	643	180	21.9%	0.19%		
		18	3,432	80.9%	2,776	656	19.1%	0.69%		
		19	2,396	96.2%	2,304	92	3.8%	0.10%		
		20	3,142	92.4%	2,904	238	7.6%	0.25%		
		21	3,035	95.7%	2,905	130	4.3%	0.14%		
		101.03	3,076	99.0%	3,044	32	1.0%	0.03%		
		101.04	2,581	95.2%	2,457	124	4.8%	0.13%		
		102.02	4,438	92.7%	4,116	322	7.3%	0.34%		
		102.03	3,867	94.1%	3,637	230	5.9%	0.24%		
		102.04	1,969	88.8%	1,748	221	11.2%	0.23%		
		103	2,782	96.9%	2,696	86	3.1%	0.09%		
		104.01	3,798	96.5%	3,664	134	3.5%	0.14%		
		104.02	3,484	89.1%	3,103	381	10.9%	0.40%		
		105	5,691	98.0%	5,578	113	2.0%	0.12%		
		106	4,261	95.7%	4,077	184	4.3%	0.19%		
		107.01	2,831	96.9%	2,743	88	3.1%	0.09%		
		107.02	3,415	97.0%	3,313	102	3.0%	0.11%		
		108.01	2,176	95.3%	2,073	103	4.7%	0.11%		
		108.02	4,584	96.7%	4,434	150	3.3%	0.16%		
		109	1,665	65.8%	1,096	569	34.2%	0.60%		
		Wayne	39,337	97.6%	37,952	1385	3.5%	3.52%		
		51	1,924	97.3%	1,840	84	4.4%	0.21%		
		52	1,875	98.1%	1,798	77	4.1%	0.20%		
201	2,411	99.5%	2,153	258	10.7%	0.66%				
203	4,771	95.8%	4,533	238	5.0%	0.61%				
204	6,516	98.9%	6,410	106	1.6%	0.27%				
205	4,528	96.3%	4,343	185	4.1%	0.47%				
206	4,842	98.7%	4,765	77	1.6%	0.20%				
207	3,905	100.0%	3,902	3	0.1%	0.01%				
208	3,481	94.4%	3,259	222	6.4%	0.56%				
209	2,471	94.8%	2,342	129	5.2%	0.33%				
210	2,613	99.8%	2,607	6	0.2%	0.02%				
Kentucky	Boyd	Boyd	48,447	93.3%	45,205	3242	6.7%	6.69%		
		302	1,161	89.2%	1,036	125	10.8%	0.26%		
		303	2,090	89.1%	1,862	228	10.9%	0.47%		
		304	2,244	96.1%	2,157	87	3.9%	0.18%		
		305	4,891	89.2%	4,364	527	10.8%	1.09%		
		306	4,161	96.6%	4,018	143	3.4%	0.30%		
		307	3,128	92.3%	2,888	240	7.7%	0.50%		
		308	4,011	93.6%	3,756	255	6.4%	0.53%		
		309	5,104	91.3%	4,659	445	8.7%	0.92%		
		310.01	1,323	98.1%	1,298	25	1.9%	0.05%		
		310.03	3,098	87.6%	2,715	383	12.4%	0.79%		
		310.04	4,440	93.2%	4,136	304	6.8%	0.63%		
		311.01	4,361	96.8%	4,221	140	3.2%	0.29%		
		311.02	2,404	96.8%	2,328	76	3.2%	0.16%		
		312	3,920	98.8%	3,872	48	1.2%	0.10%		
		313	2,111	89.8%	1,895	216	10.2%	0.45%		
		Greenup	Greenup	35,996	96.0%	34,574	1422	4.0%	3.95%	
			401	4,646	92.6%	4,303	343	7.4%	0.95%	
			402.01	2,579	98.4%	2,539	40	1.6%	0.11%	
			402.02	4,884	96.9%	4,735	149	3.1%	0.41%	
			403	3,877	94.3%	3,656	221	5.7%	0.61%	
			404	5,620	97.7%	5,490	130	2.3%	0.36%	
			405.01	3,292	95.4%	3,140	152	4.6%	0.42%	
			405.02	4,591	94.6%	4,343	248	5.4%	0.69%	
			406	3,066	97.8%	3,000	66	2.2%	0.18%	
			407	3,441	97.9%	3,368	73	2.1%	0.20%	
		Ohio	Lawrence	Lawrence	58,570	94.6%	55,383	3187	5.4%	5.44%
				501	2,764	97.8%	2,703	61	2.2%	0.10%
				502	2,199	97.3%	2,139	60	2.7%	0.10%
				503	2,111	90.8%	1,916	195	9.2%	0.33%
504	3,066			94.0%	2,881	185	6.0%	0.32%		
505.01	3,030			100.0%	3,030	0	0.0%	0.00%		
505.02	2,040			98.5%	2,009	31	1.5%	0.05%		
506	1,434			95.1%	1,364	70	4.9%	0.12%		
507	4,106			96.7%	3,972	134	3.3%	0.23%		
508	3,391			99.7%	3,382	9	0.3%	0.02%		
509	2,167			86.5%	1,874	293	13.5%	0.50%		
510.01	4,073			89.9%	3,662	411	10.1%	0.70%		
510.02	4,108			97.9%	4,022	86	2.1%	0.15%		
511.01	3,824			95.3%	3,644	180	4.7%	0.31%		
511.02	3,028			78.7%	2,384	644	21.3%	1.10%		
512	5,086			93.4%	4,751	335	6.6%	0.57%		
513	3,391			97.3%	3,299	92	2.7%	0.16%		
514.01	5,581			95.1%	5,310	271	4.9%	0.46%		
514.02	3,171			95.9%	3,041	130	4.1%	0.22%		

Source: American Community Survey - CP05 Demographic and Housing Estimates / 2017-2021: ACS 5-Year Estimates Subject Tables



LANGUAGE SPOKEN AT HOME - POPULATION 5+ YEARS

State	County	Census Tract/Area	Est. Population	Population 5+ Years	% Population 5+ Years	English Only				Languages Other Than English				Spanish				Other Indo-European Languages				Asian and Pacific Islander Languages				Other Languages			
						Speak Only English	% English Only	Language Other Than English	% Language Other Than English	Speak English less Than Very Well	% Speak English Less Than Very Well	Spanish	% Spanish	Speak English Less Than Very Well	% Speak English Less Than Very Well	Other Indo-European Language	% Other Indo-European Language	Speak English Less Than Very Well	% Speak English Less Than Very Well	Asian and Pacific Islander Languages	% Asian and Pacific Islander Languages	Speak English Less Than Very Well	% Speak English Less Than Very Well	Other Languages	% Other Languages	Speak English Less Than Very Well	% Speak English Less Than Very Well		
West Virginia	Cabell	Cabell	94,622	89,456	94.5%	86,874	97.1%	2,582	2.9%	807	31.3%	1,151	1.3%	295	25.6%	625	0.7%	152	24.3%	589	0.7%	257	43.6%	217	0.2%	103	47.5%		
		1.01	1,542	1,464	94.9%	1,252	85.5%	212	14.5%	104	49.1%	212	14.5%	104	49.1%	0	0.0%	0	0.0%	7	0.4%	1	14.3%	13	0.7%	6	45.2%		
		1.02	1,967	1,864	94.8%	1,826	98.0%	38	2.0%	7	18.4%	18	1.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		2	2,587	2,535	98.0%	2,517	99.3%	18	0.7%	0	0.0%	18	0.7%	0	0.0%	0	0.0%	88	3.4%	0	0.0%	49	34.9%	0	0.0%	0	0.0%		
		3	2,669	2,551	95.6%	2,322	91.0%	229	9.0%	49	21.4%	0	0.0%	0	0.0%	0	0.0%	8	0.3%	0	0.0%	141	5.5%	49	34.9%	0	0.0%		
		4	2,555	2,387	93.4%	2,269	99.2%	18	0.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	38	1.1%	6	15.8%	25	1.7%	17	68.0%	10	40.0%		
		5	3,430	3,430	100.0%	3,315	96.6%	115	3.4%	30	26.1%	37	1.1%	7	18.9%	7	18.9%	38	1.1%	41	53.2%	20	1.6%	2	10.0%	0	0.0%		
		6	1,262	1,262	100.0%	1,096	86.8%	166	13.2%	43	25.9%	69	5.5%	0	0.0%	0	0.0%	77	6.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		9	1,528	1,360	89.0%	1,360	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		10	2,160	2,097	97.1%	2,070	98.7%	27	1.3%	0	0.0%	27	1.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		11	2,039	1,825	89.5%	1,801	98.7%	24	1.3%	0	0.0%	12	0.7%	0	0.0%	2	0.0%	2	0.1%	0	0.0%	10	0.5%	0	0.0%	0	0.0%		
		12	2,854	2,723	95.4%	2,677	98.3%	46	1.7%	26	56.5%	30	1.1%	26	86.7%	16	0.6%	16	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		13	2,492	2,405	96.5%	2,198	91.4%	207	8.6%	71	34.3%	57	2.4%	21	36.8%	70	2.9%	70	2.9%	14	20.0%	80	3.3%	36	45.0%	0	0.0%		
		14	2,187	2,104	96.2%	2,091	99.4%	13	0.6%	0	0.0%	4	0.2%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	9	0.4%	0	0.0%	0	0.0%		
		15	1,904	1,865	98.0%	1,855	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		16	823	801	97.3%	777	97.0%	24	3.0%	7	29.2%	0	0.0%	0	0.0%	7	0.9%	7	0.9%	7	100.0%	17	2.1%	0	0.0%	0	0.0%		
		18	3,432	3,122	91.0%	3,103	99.4%	19	0.6%	0	0.0%	19	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		19	2,396	2,191	91.4%	2,170	99.0%	21	1.0%	13	61.9%	13	0.6%	13	100.0%	8	0.4%	8	0.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		20	3,142	2,822	89.8%	2,674	94.8%	148	5.2%	48	32.4%	0	0.0%	0	0.0%	101	3.6%	101	3.6%	28	27.7%	47	1.7%	20	42.6%	0	0.0%		
		21	3,035	2,934	96.7%	2,858	97.4%	76	2.6%	55	72.4%	12	0.4%	12	100.0%	8	0.3%	8	0.3%	0	0.0%	56	1.9%	43	76.6%	0	0.0%		
		101.03	3,076	3,033	98.6%	2,980	98.3%	53	1.7%	0	0.0%	13	0.4%	0	0.0%	40	1.3%	40	1.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		101.04	2,581	2,380	92.2%	2,366	99.4%	14	0.6%	0	0.0%	14	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		102.02	4,438	4,247	95.7%	4,164	98.0%	83	2.0%	21	25.3%	29	0.7%	0	0.0%	14	0.3%	14	0.3%	7	50.0%	40	0.9%	14	35.0%	0	0.0%		
		102.03	3,857	2,705	95.8%	3,651	98.5%	54	1.5%	0	0.0%	0	0.0%	0	0.0%	54	1.5%	54	1.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		102.04	1,969	1,870	94.5%	1,762	94.2%	108	5.8%	33	30.6%	27	1.4%	0	0.0%	23	1.2%	23	1.2%	0	0.0%	0	0.0%	0	0.0%	58	3.1%		
		103	2,782	2,615	99.4%	2,570	98.3%	45	1.7%	6	13.3%	12	0.5%	6	50.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	33	1.3%		
		104.01	3,798	3,538	93.2%	3,527	99.7%	11	0.3%	0	0.0%	3	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	8	0.2%		
		104.02	3,494	3,215	92.3%	2,947	91.7%	268	8.3%	114	42.5%	112	3.5%	7	6.3%	34	1.1%	34	1.1%	22	64.7%	42	1.3%	21	50.0%	80	2.5%		
		105	5,691	5,395	94.8%	5,253	97.4%	142	2.6%	0	0.0%	142	206.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
106	4,261	3,948	92.7%	3,869	98.0%	79	2.0%	30	38.0%	27	0.7%	0	0.0%	19	0.5%	19	0.5%	19	100.0%	33	0.8%	11	33.3%	0	0.0%				
107.01	2,831	2,660	94.0%	2,658	99.9%	2	0.1%	0	0.0%	0	0.0%	0	0.0%	2	0.1%	2	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
107.02	3,415	3,415	100.0%	3,406	99.7%	9	0.3%	0	0.0%	0	0.0%	0	0.0%	9	0.3%	9	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
108.01	2,176	1,998	91.8%	1,998	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
108.02	4,594	4,186	91.3%	4,167	99.5%	19	0.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	19	0.5%	0	0.0%	0	0.0%				
109	1,665	1,509	90.6%	1,215	80.5%	294	19.5%	155	52.7%	244	16.2%	112	45.9%	7	0.5%	7	0.5%	0	0.0%	43	2.8%	43	100.0%	0	0.0%				
Wayne	39,337	37,390	95.1%	36,879	98.6%	511	1.4%	101	19.6%	331	0.9%	36	10.9%	73	0.2%	73	0.2%	0	0.0%	42	10.0%	0	0.0%	65	0.2%				
51	1,924	1,823	94.8%	1,811	99.3%	12	0.7%	4	33.3%	2	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	6	0.3%	0	0.0%	4	100.0%				
52	1,875	1,841	98.2%	1,834	99.6%	7	0.4%	0	0.0%	0	0.0%	0	0.0%	7	0.4%	7	0.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
201	2,411	2,354	97.6%	2,312	98.2%	42	1.8%	0	0.0%	42	1.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
203	4,771	4,595	96.3%	4,575	99.6%	20	0.4%	8	40.0%	20	0.4%	8	40.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
204	6,516	6,311	96.9%	6,311	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
205	4,528	4,271	94.3%	4,270	100.0%	1	0.0%	0	0.0%	1	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
206	4,942	4,505	93.0%	4,439	98.5%	66	1.5%	0	0.0%	0	0.0%	0	0.0%	66	1.5%	66	1.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
207	3,905	3,518	90.4%	3,385	96.2%	133	3.8%	61	45.9%	36	1.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	36	1.0%	0	0.0%	61	1.7%				
208	3,481	3,417	98.2%	3,187	93.3%	230	6.7%	28	12.2%	230	6.7%	28	12.2%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
209	2,471	2,333	94.4%	2,333	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
210	2,613	2,422	92.7%	2,422	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				



LANGUAGE SPOKEN AT HOME - POPULATION 5+ YEARS

State	County	Census Tract/Area	Est. Population	Population 5+ years	% Population 5+ years	English Only			Languages Other Than English				Spanish				Other Indo-European Languages				Asian and Pacific Islander Languages				Other Languages				
						Speak Only English	% English Only	Language Other Than English	% Language Other Than English	Speak English Less Than Very Well	% Speak English Less Than Very Well	Spanish	% Spanish	Speak English Less Than Very Well	% Speak English Less Than Very Well	Other Indo-European Language	% Other Indo-European Language	Speak English Less Than Very Well	% Speak English Less Than Very Well	Asian and Pacific Islander Languages	% Asian and Pacific Islander Languages	Speak English Less Than Very Well	% Speak English Less Than Very Well	Other Languages	% Other Languages	Speak English Less Than Very Well	% Speak English Less Than Very Well		
Kentucky	Boyd	Boyd	48,447	45,701	94.3%	44,696	97.8%	1,005	2.2%	377	37.5%	528	1.2%	256	48.5%	188	0.4%	18	9.6%	207	0.5%	85	41.1%	82	0.2%	18	22.0%		
		302	1,161	1,110	95.6%	1,110	99.5%	5	0.5%	0	0.0%	0	0.0%	0	0.0%	5	0.5%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		303	2,090	2,004	95.9%	1,922	1.0%	82	0.0%	33	0.4%	18	0.9%	0	0.0%	11	0.5%	0	0.0%	53	2.6%	33	62.3%	0	0.0%	0	0.0%		
		304	2,244	2,198	98.0%	2,141	97.4%	57	2.6%	40	70.2%	4	0.2%	0	0.0%	0	0.0%	0	0.0%	53	2.4%	40	75.5%	0	0.0%	0	0.0%		
		305	4,891	4,610	94.3%	4,362	94.6%	248	5.4%	163	65.7%	195	4.2%	145	74.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	53	1.1%	18	50.0%		
		306	4,161	3,983	95.7%	3,925	98.5%	58	1.5%	18	31.0%	13	0.3%	0	0.0%	45	1.1%	18	40.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		307	3,128	2,979	95.2%	2,909	97.7%	70	2.3%	0	0.0%	30	1.0%	0	0.0%	40	1.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
		308	4,011	3,541	88.3%	3,435	97.0%	105	3.0%	0	0.0%	55	1.6%	0	0.0%	21	0.6%	0	0.0%	29	0.6%	0	0.0%	0	0.0%	0	0.0%		
		309	5,104	4,995	97.9%	4,811	96.3%	184	3.7%	91	49.5%	124	2.5%	91	73.4%	0	0.0%	0	0.0%	60	1.2%	0	0.0%	0	0.0%	0	0.0%		
		310.01	1,323	1,260	95.2%	1,260	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
		310.03	3,098	2,950	95.2%	2,858	96.9%	92	3.1%	26	28.3%	50	1.7%	14	28.0%	7	0.2%	0	0.0%	12	0.4%	12	100.0%	23	1.8%	0	0.0%		
		310.04	4,440	4,229	95.2%	4,229	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
		311.01	4,361	3,999	91.7%	3,943	98.6%	56	2.0%	0	0.0%	15	0.4%	0	0.0%	41	1.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
		311.02	2,404	2,126	88.4%	2,100	98.8%	26	1.2%	0	0.0%	11	0.5%	0	0.0%	15	0.7%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
		312	3,920	3,756	95.8%	3,756	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	313	2,111	1,961	92.9%	1,939	98.9%	22	1.1%	6	27.3%	13	0.7%	6	46.2%	3	0.2%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	6	0.3%	0	0.0%	
	Greenup	35,996	34,153	94.9%	33,777	98.9%	376	1.1%	126	33.5%	226	0.7%	97	42.9%	101	0.3%	27	26.7%	48	0.1%	2	4.2%	1	0.0%	1	0.0%	0	0.0%	
	401	4,646	4,408	94.9%	4,253	96.5%	155	3.5%	31	20.0%	24	0.5%	5	20.8%	97	2.2%	24	24.7%	33	0.7%	2	6.1%	1	0.0%	0	0.0%	0	0.0%	
	402.01	2,579	2,442	94.7%	2,442	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	402.02	4,884	4,650	95.2%	4,589	96.7%	61	1.3%	48	78.7%	48	1.0%	48	100.0%	0	0.0%	0	0.0%	13	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	403	3,877	3,730	96.2%	3,701	99.2%	29	0.8%	0	0.0%	28	0.8%	0	0.0%	1	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	404	5,620	5,395	96.0%	5,393	100.0%	2	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	2.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	405.01	3,292	3,048	92.6%	3,007	98.7%	41	1.3%	0	0.0%	41	1.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	405.02	4,591	4,396	95.8%	4,371	99.4%	25	0.6%	3	12.0%	25	0.6%	3	12.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	406	3,066	2,876	93.8%	2,854	99.2%	22	0.8%	3	13.6%	19	0.7%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	407	3,441	3,208	93.2%	3,167	98.7%	41	1.3%	41	100.0%	41	1.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	Lawrence	58,570	55,307	94.4%	54,672	98.9%	635	1.1%	193	30.4%	144	0.3%	27	18.8%	173	0.3%	39	22.5%	309	0.6%	127	41.1%	9	0.0%	0	0.0%	0	0.0%	
	501	2,764	2,633	95.7%	2,617	99.4%	16	0.6%	16	100.0%	4	0.2%	4	100.0%	0	0.0%	0	0.0%	12	0.5%	12	100.0%	0	0.0%	0	0.0%	0	0.0%	
	502	2,199	2,131	96.9%	2,126	99.8%	5	0.2%	5	100.0%	5	0.2%	5	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
	503	2,111	1,864	89.2%	1,864	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	
504	3,066	2,929	95.5%	2,911	99.4%	18	0.6%	0	0.0%	0	0.0%	0	0.0%	18	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
505.01	3,030	2,854	94.2%	2,854	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
505.02	2,040	1,862	91.3%	1,862	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
506	1,434	1,338	93.3%	1,290	96.4%	48	3.6%	40	83.3%	8	0.6%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	40	3.0%	40	100.0%	0	0.0%	0	0.0%		
507	4,106	3,613	88.0%	3,601	99.7%	12	0.3%	12	100.0%	0	0.0%	0	0.0%	12	0.3%	12	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
508	3,391	3,146	92.8%	3,132	99.6%	14	0.4%	0	0.0%	14	0.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
509	2,167	2,060	95.1%	2,060	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
510.01	4,073	3,841	94.3%	3,793	98.8%	48	1.2%	16	33.3%	13	0.3%	13	100.0%	27	0.7%	3	11.1%	0	0.0%	0	0.0%	0	0.0%	8	0.2%	0	0.0%		
510.02	4,108	2,720	90.6%	3,706	99.6%	14	0.4%	0	0.0%	14	0.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
511.01	3,824	3,696	96.7%	3,696	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
511.02	3,028	2,908	96.0%	2,807	96.5%	101	3.5%	24	23.8%	69	2.4%	0	0.0%	32	1.1%	24	75.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
512	5,086	4,931	97.0%	4,863	98.6%	68	1.4%	0	0.0%	0	0.0%	0	0.0%	68	1.4%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
513	3,391	3,209	94.6%	3,209	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		
514.01	5,581	5,495	98.5%	5,245	95.5%	250	4.5%	87	34.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	249	4.5%	87	34.9%	1	0.0%	0	0.0%	0	0.0%		
514.02	3,171	3,057	96.4%	3,016	98.7%	41	1.3%	0	0.0%	17	0.6%	0	0.0%	16	0.5%	0	0.0%	8	0.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%		

Source: American Community Survey - S1801 Language Spoken at Home / 2017-2021: ACS 5-Year Estimates Subject Tables

AGE BY COUNTY AND CENSUS TRACT

State	County	Census Tract/Area	Est. Population	Male	% Male	Female	% Female	Median Age (years)	Age 5 and Under	% Age 5 and Under	Age 18 +	% Age 18 +	Age 5-17	% Age 5-17	Age 18-24	% Age 18-24	Age 25-64	% Age 25-64	Age 65 +	% Age 65+	Census Tract/Area	
West Virginia	Cabell	Cabell	94,622	46,485	49.1%	48,137	50.9%	39.1	5,166	5.5%	75,701	80.0%	13,755	14.5%	12,360	13.1%	45,687	48.3%	17,354	18.7%	Cabell	
		1.01	1,542	683	44.3%	859	55.7%	33.3	78	5.1%	1,168	75.7%	296	19.2%	153	9.9%	718	46.7%	297	19.3%	1.01	
		1.02	1,967	1,012	51.4%	955	48.6%	40.6	103	5.2%	1,591	80.9%	273	13.9%	189	9.6%	1,018	51.9%	384	19.5%	1.02	
		2	2,587	1,262	48.8%	1,325	51.2%	49.6	52	2.0%	2,238	86.5%	297	11.5%	178	6.9%	1,572	60.9%	488	18.9%	2	
		3	2,669	1,482	55.5%	1,187	44.5%	39.6	118	4.4%	2,124	79.6%	427	16.0%	308	11.5%	1,314	49.2%	502	18.8%	3	
		4	2,555	1,043	40.8%	1,512	59.2%	23.3	168	6.6%	2,187	85.6%	100	7.8%	1,021	40.0%	1,063	41.6%	103	4.0%	4	
		5	3,430	1,324	38.6%	2,106	61.4%	20.6	0	0.0%	3,426	99.9%	4	0.1%	2,884	84.1%	511	15.0%	31	9.0%	5	
		6	1,262	745	59.0%	517	41.0%	24.2	0	0.0%	1,237	98.0%	25	2.0%	675	53.5%	318	25.1%	244	19.3%	6	
		9	1,528	806	52.7%	722	47.3%	31.3	168	11.0%	1,067	69.8%	293	19.2%	171	11.2%	682	44.6%	214	14.0%	9	
		10	2,160	946	43.8%	1,214	56.2%	53.9	63	2.9%	1,868	86.5%	229	10.6%	162	7.5%	1,159	53.7%	547	25.3%	10	
		11	2,039	950	46.6%	1,089	53.4%	38.1	214	10.5%	1,530	75.0%	295	14.5%	206	10.1%	943	46.3%	381	18.7%	11	
		12	2,854	1,257	44.0%	1,597	56.0%	39.6	131	4.6%	2,185	76.6%	538	18.9%	227	8.0%	1,445	50.7%	513	18.0%	12	
		13	2,492	1,523	61.1%	969	38.9%	37.0	87	3.5%	2,099	84.2%	306	12.3%	444	17.8%	1,163	46.7%	492	19.7%	13	
		14	2,187	1,100	50.3%	1,087	49.7%	37.8	83	3.8%	1,929	88.2%	175	8.0%	456	20.9%	1,206	55.1%	267	12.2%	14	
		15	1,904	690	36.2%	1,214	63.8%	32.5	39	2.0%	1,374	72.2%	491	25.8%	293	15.4%	631	33.1%	450	23.6%	15	
		16	823	452	54.9%	371	45.1%	39.2	22	2.7%	689	83.7%	112	13.6%	102	12.4%	482	58.6%	105	12.8%	16	
		18	3,432	1,705	49.7%	1,727	50.3%	34.6	310	9.0%	2,573	75.0%	549	16.0%	311	9.1%	1,962	57.2%	300	8.7%	18	
		19	2,396	1,190	49.7%	1,206	50.3%	43.4	205	8.6%	1,848	77.1%	343	14.3%	88	3.7%	1,281	53.4%	479	20.0%	19	
		20	3,142	1,500	47.7%	1,642	52.3%	43.4	320	10.2%	2,488	79.2%	334	10.7%	85	2.7%	1,635	52.0%	768	24.4%	20	
		21	3,035	1,142	37.6%	1,893	62.4%	52.2	101	3.3%	2,393	78.8%	541	17.8%	126	4.2%	1,162	38.4%	1,105	36.4%	21	
		101.03	3,076	1,607	52.2%	1,469	47.8%	40.3	43	1.4%	2,478	80.6%	555	18.0%	459	14.9%	1,315	42.9%	704	22.9%	101.03	
		101.04	2,581	1,292	50.1%	1,289	49.9%	39.0	201	7.8%	1,975	76.5%	405	15.7%	127	4.9%	1,235	47.7%	613	23.8%	101.04	
		102.02	4,438	1,996	45.0%	2,442	55.0%	40.4	191	4.3%	3,604	81.2%	643	14.5%	383	8.6%	2,454	55.3%	767	17.3%	102.02	
		102.03	3,867	1,956	50.6%	1,911	49.4%	37.2	162	4.2%	2,970	76.8%	735	19.0%	419	10.8%	1,931	49.9%	620	16.0%	102.03	
		102.04	1,969	1,052	53.4%	917	46.6%	36.4	99	5.0%	1,564	79.4%	306	15.5%	194	9.9%	884	44.9%	486	24.7%	102.04	
		103	2,782	1,204	43.3%	1,578	56.7%	48.0	167	6.0%	2,276	81.8%	339	12.1%	313	11.3%	1,430	51.5%	533	19.2%	103	
		104.01	3,798	2,262	59.6%	1,536	40.4%	34.1	260	6.8%	2,871	75.6%	667	17.5%	176	4.6%	2,237	58.9%	458	12.1%	104.01	
		104.02	3,484	1,850	53.1%	1,634	46.9%	36.9	269	7.7%	2,597	74.5%	618	17.8%	231	6.6%	1,635	47.1%	731	21.0%	104.02	
		105	5,691	2,761	48.5%	2,930	51.5%	39.8	296	5.2%	4,355	76.5%	1,040	18.3%	648	11.4%	2,842	50.0%	865	15.2%	105	
		106	4,261	2,017	47.3%	2,244	52.7%	42.9	313	7.3%	3,303	77.5%	645	15.2%	319	7.5%	2,003	46.9%	981	23.0%	106	
		107.01	2,831	1,498	52.9%	1,333	47.1%	46.4	171	6.0%	2,200	77.7%	460	16.2%	111	3.9%	1,345	47.5%	744	26.3%	107.01	
		107.02	3,415	1,766	51.7%	1,649	48.3%	55.6	0	0.0%	2,900	84.9%	515	15.1%	119	3.5%	1,934	56.6%	847	24.8%	107.02	
		108.01	2,176	1,217	55.9%	959	44.1%	50.2	178	8.2%	1,777	81.7%	221	10.2%	112	5.1%	1,048	48.1%	617	28.4%	108.01	
		108.02	4,584	2,307	50.3%	2,277	49.7%	37.9	398	8.7%	3,453	75.3%	733	16.0%	380	8.3%	2,263	49.4%	810	17.7%	108.02	
		109	1,665	888	53.3%	777	46.7%	30.6	156	9.4%	1,364	81.9%	145	8.7%	290	17.4%	866	52.2%	208	12.5%	109	
		Wayne	Wayne	39,337	19,394	49.3%	19,943	50.7%	44.3	1,947	4.9%	31,117	79.1%	6,273	15.9%	2,836	7.2%	20,088	54.1%	8,193	20.8%	Wayne
			51	1,924	865	45.0%	1,059	55.0%	46.9	101	5.2%	1,602	83.3%	221	11.5%	179	9.3%	1,031	53.5%	392	20.4%	51
			52	1,875	954	50.9%	921	49.1%	47.3	34	1.8%	1,550	82.7%	291	15.5%	105	5.6%	1,077	57.4%	368	19.6%	52
			201	2,411	1,214	50.4%	1,197	49.6%	41.5	57	2.4%	1,909	79.2%	445	18.4%	107	4.4%	1,285	53.3%	517	21.4%	201
			203	4,771	2,241	47.0%	2,530	53.0%	51.7	176	3.7%	4,120	86.4%	475	9.9%	398	8.3%	2,445	51.2%	1,277	26.8%	203
			204	6,516	3,392	52.1%	3,124	47.9%	40.1	205	3.1%	4,845	74.4%	1,466	22.5%	448	6.9%	3,329	51.1%	1,068	16.4%	204
205	4,528		2,164	47.8%	2,364	52.2%	44.4	257	5.7%	3,439	75.9%	832	18.3%	243	5.4%	2,180	48.1%	1,016	22.4%	205		
206	4,842		2,312	47.7%	2,530	52.3%	42.4	337	7.0%	3,726	77.0%	779	16.0%	451	9.3%	2,244	46.3%	1,031	21.3%	206		
207	3,905		1,955	50.1%	1,950	50.0%	41.7	387	9.9%	2,954	75.6%	564	14.4%	297	7.6%	1,890	48.4%	767	19.6%	207		
208	3,481		1,525	43.8%	1,956	56.2%	45.8	64	1.8%	2,793	80.2%	624	17.9%	232	6.7%	1,884	54.2%	677	19.4%	208		
209	2,471		1,286	52.0%	1,185	48.0%	52.6	138	5.6%	1,929	78.1%	404	16.3%	237	9.6%	949	38.3%	743	30.1%	209		
210	2,613	1,486	56.9%	1,127	43.1%	46.1	191	7.3%	2,250	86.1%	172	6.6%	139	5.3%	1,774	67.9%	337	12.9%	210			
Kentucky	Boyd	Boyd	48,447	24,311	50.2%	24,136	49.8%	41.9	2,746	5.7%	37,981	78.4%	7,720	15.9%	3,387	7.0%	25,167	52.1%	9,427	19.5%	Boyd	
		302	1,161	596	51.3%	565	48.7%	44.5	51	4.4%	973	83.8%	137	11.8%	194	16.7%	585	50.5%	194	16.7%	302	
		303	2,090	849	40.6%	1,241	59.4%	38.7	86	4.1%	1,636	78.3%	368	17.6%	185	8.9%	998	47.8%	453	21.7%	303	
		304	2,244	1,085	48.4%	1,159	51.6%	42.1	46	2.0%	1,735	77.3%	463	20.7%	118	5.3%	1,172	52.2%	445	19.8%	304	
		305	4,891	2,412	49.3%	2,479	50.7%	41.3	281	5.7%	3,862	79.0%	748	15.3%	440	9.0%	5,290	53.0%	832	17.0%	305	
		306	4,161	1,948	46.8%	2,213	53.2%	49.3	178	4.3%	3,254	78.2%	729	17.6%	178	4.3%	2,048	49.2%	1,028	27.7%	306	
		307	3,128	1,453	46.5%	1,675	53.5%	46.7	149	4.8%	2,673	85.5%	306	9.7%	319	10.2%	1,700	54.2%	654	20.9%	307	
		308	4,011	1,576	39.3%	2,435	60.7%	35.1	470	11.7%	2,821	70.3%	720	17.9%	215	5.4%	2,013	50.1%	593	14.8%	308	
		309	5,104	2,844	55.7%	2,260	44.3%	45.7	109	2.1%	4,036	79.1%	959	18.8%	437	8.6%	2,606	51.1%	993	19.5%	309	
		310.01	1,323	775	58.6%	548	41.4%	36.3	63	4.8%	1,023	77.3%	237	17.9%	69	5.2%	665	50.3%	289	21.8%	310.01	
		310.03	3,098	2,062	66.6%	1,036	33.4%	42.6	148	4.8%	2,279	83.2%	371	12.0%	185	6.0%	1,956	63.0%	438	14.1%	310.03	
		310.04	4,440	2,293	51.6%	2,147	48.4%	36.3	211	4.8%	3,315	74.7%	914	20.6%	251	5.7%	2,227	50.0%	837			



EDUCATION AND DISABILITY BY CENSUS TRACT

State	County	Census Tract/Area	Est. Population	Population 25+ Years		Education			Disability											
				Est Population 25 Years +	% Est Population 25 Years +	% HS Graduate or Higher 25 Years +	% Bachelor's Degree or Higher 25 Years +	Civilian Noninst. Population (Est)	Civilian Noninst Population with a Disability	% With a Disability	Under Age 18	Under Age 18 With A Disability	% Under Age 18 With A Disability	Age 18-64	Age 18-64 With A Disability	% Age 18-64 With A Disability	Age 65+	Age 65+ With A Disability	% Age 65+ With A Disability	
West Virginia	Cabell	Cabell	94,622	63,341	66.9%	89.3%	28.3%	92,980	16,723	18.0%	18,838	1,211	6.4%	56,944	8,578	15.4%	17,198	6,934	40.3%	
		1.01	1,542	1,015	65.8%	88.6%	14.5%	1,542	246	16.0%	374	36	9.6%	871	116	13.3%	297	94	31.6%	
		1.02	1,967	1,402	71.3%	89.7%	30.2%	1,954	415	21.2%	376	0	0.0%	1,194	256	21.4%	384	159	41.4%	
		2	2,587	2,060	79.6%	71.5%	4.9%	2,587	958	37.0%	349	91	26.1%	1,750	663	37.9%	488	204	41.8%	
		3	2,669	1,816	68.0%	88.2%	27.6%	2,611	656	25.1%	544	127	23.3%	1,615	307	19.0%	452	222	49.1%	
		4	2,555	1,166	45.6%	80.6%	11.1%	2,555	327	12.8%	368	23	6.3%	2,084	242	11.6%	103	62	60.2%	
		5	3,430	542	15.8%	97.0%	39.3%	3,430	376	11.0%	4	0	0.0%	3,395	355	10.5%	31	21	67.7%	
		6	1,262	562	44.5%	80.8%	24.0%	1,078	143	13.3%	25	0	0.0%	942	67	7.1%	111	76	68.5%	
		9	1,528	896	58.6%	85.4%	27.7%	1,503	509	33.9%	436	20	4.6%	853	361	42.3%	214	128	59.8%	
		10	2,160	1,706	79.0%	79.8%	20.5%	2,160	753	34.9%	292	57	19.5%	1,321	354	26.8%	547	342	62.5%	
		11	2,039	1,324	64.9%	76.9%	18.7%	1,970	513	26.0%	509	6	1.2%	1,134	280	24.7%	327	227	69.4%	
		12	2,854	1,958	68.6%	87.4%	41.5%	2,854	510	17.9%	669	0	0.0%	1,672	305	18.2%	513	205	40.0%	
		13	2,492	1,655	66.4%	93.8%	50.8%	2,492	401	16.1%	393	19	4.8%	1,607	227	14.1%	492	155	31.5%	
		14	2,187	1,473	67.4%	85.8%	32.2%	2,187	544	24.9%	258	10	3.9%	1,662	413	24.8%	267	121	45.3%	
		15	1,904	1,081	56.8%	88.4%	17.3%	1,737	363	20.9%	530	86	16.2%	878	167	19.0%	329	110	33.4%	
		16	823	587	71.3%	77.3%	8.9%	687	216	31.4%	134	23	17.2%	448	124	27.7%	105	69	65.7%	
		18	3,432	2,262	65.9%	88.7%	9.0%	3,432	518	15.1%	859	19	2.2%	2,273	314	13.8%	300	185	61.7%	
		19	2,396	1,760	73.5%	98.0%	49.4%	2,387	273	11.4%	548	12	2.2%	1,360	165	12.1%	479	96	20.0%	
		20	3,142	2,403	76.5%	98.3%	57.7%	3,128	297	9.5%	654	58	8.9%	1,706	135	7.9%	738	104	13.5%	
		21	3,035	2,267	74.7%	90.0%	51.1%	2,964	673	22.7%	642	0	0.0%	1,287	318	24.7%	1,035	355	34.3%	
		101.03	3,076	2,019	65.6%	89.2%	25.9%	3,061	431	14.1%	598	0	0.0%	1,759	184	10.5%	704	247	35.1%	
		101.04	2,581	1,848	71.6%	95.1%	36.1%	2,581	270	10.5%	606	0	0.0%	1,362	118	8.7%	613	152	24.8%	
		102.02	4,438	3,221	72.6%	94.9%	39.2%	4,438	587	13.2%	834	32	3.8%	2,837	256	9.0%	767	299	39.0%	
		102.03	3,867	2,551	66.0%	97.3%	35.3%	3,867	541	14.0%	897	0	0.0%	2,350	367	15.6%	620	174	28.1%	
		102.04	1,969	1,370	69.6%	99.1%	55.8	1,933	281	14.5%	405	82	20.2%	1,055	86	8.2%	473	113	23.9%	
		103	2,782	1,963	70.6%	92.7%	30.3%	2,782	474	17.0%	506	76	15.0%	1,743	137	7.9%	533	261	49.0%	
		104.01	3,798	2,695	71.0%	85.0%	18.5%	3,082	392	12.7%	913	0	0.0%	1,718	187	10.9%	451	205	45.4%	
		104.02	3,484	2,366	67.9%	99.1%	38.5%	3,417	496	14.5%	887	47	5.3%	1,807	163	9.0%	723	286	39.6%	
		105	5,691	3,707	65.1%	89.9%	14.5%	5,691	931	16.4%	1,336	120	9.0%	3,490	368	10.5%	865	443	51.2%	
		106	4,261	2,984	70.0%	89.0%	17.9%	4,257	865	20.3%	958	60	6.3%	2,318	312	13.5%	981	493	50.3%	
		107.01	2,831	2,089	73.8%	90.5%	19.3%	2,831	458	16.2%	631	0	0.0%	1,456	200	13.7%	744	258	34.7%	
		107.02	3,415	2,781	81.4%	80.2%	25.1%	3,372	653	19.4%	472	8	1.7%	2,053	255	12.4%	847	390	46.0%	
		108.01	2,176	1,665	76.5%	90.3%	12.0%	2,176	412	18.9%	399	6	1.5%	1,160	187	16.1%	617	219	35.5%	
		108.02	4,584	3,073	67.0%	88.7%	23.2%	4,569	788	17.2%	1,131	147	13.0%	2,628	288	11.0%	810	353	43.6%	
		109	1,665	1,074	64.5%	86.5%	19.4%	1,665	453	27.2%	301	46	15.3%	1,156	301	26.0%	208	106	51.0%	
		Wayne	Wayne	39,337	28,281	71.9%	81.7%	17.2%	39,214	9,410	24.0%	8,187	740	9.0%	22,895	5,066	22.1%	8,132	3,604	44.3%
			51	1,924	1,423	74.0%	93.8%	21.5%	1,924	452	23.5%	322	72	22.4%	1,210	239	19.8%	392	141	40.0%
			52	1,875	1,445	77.1%	83.1%	24.0%	1,875	410	21.9%	325	9	2.8%	1,182	246	20.8%	368	155	42.1%
201	2,411		1,802	74.7%	85.3%	35.9%	2,411	405	16.8%	502	32	6.4%	1,392	215	15.4%	517	158	30.6%		
203	4,771		3,722	78.0%	86.6%	14.5%	4,755	1,339	28.2%	635	25	3.9%	2,843	750	26.4%	1,277	564	44.2%		
204	6,516		4,397	67.5%	82.3%	23.9%	6,489	1,366	21.1%	1,671	210	12.6%	3,773	773	20.5%	1,045	383	36.7%		
205	4,528		3,196	70.6%	83.6%	23.3%	4,479	923	20.6%	1,089	77	7.1%	2,412	370	15.3%	978	476	48.7%		
206	4,842		3,275	67.6%	87.6%	14.7%	4,842	893	18.4%	1,116	34	3.0%	2,695	371	13.8%	1,031	488	47.3%		
207	3,905		2,657	68.0%	84.2%	15.1%	3,874	920	23.7%	934	47	5.0%	2,173	492	22.6%	767	381	49.7%		
208	3,481		2,561	73.6%	69.8%	6.1%	3,481	1,076	30.9%	688	147	21.7%	2,116	600	28.4%	677	329	48.6%		
209	2,471		1,692	68.5%	73.9%	7.4%	2,471	750	30.4%	542	44	8.1%	1,186	379	32.0%	743	327	44.0%		
210	2,613		2,111	80.8%	65.4%	2.9%	2,613	876	33.5%	363	43	11.8%	1,913	631	33.0%	337	202	59.9%		
Kentucky	Boyd	Boyd	48,447	34,594	71.4%	88.3%	20.6%	46,919	11,235	0.2%	10,391	1,079	10.4%	27,452	6,375	23.2%	9,076	3,781	41.7%	
		302	1,161	779	67.1%	83.1%	25.4%	1,161	440	37.9%	188	99	52.7%	779	274	35.2%	194	67	34.5%	
		303	2,090	1,451	69.4%	79.9%	16.7%	2,058	675	32.8%	954	37	8.1%	1,183	451	38.1%	421	187	44.4%	
		304	2,244	1,617	72.1%	89.1%	27.1%	2,224	430	19.2%	509	35	6.9%	1,290	250	19.4%	445	145	32.6%	
		305	4,891	3,422	70.0%	87.7%	22.0%	4,891	860	17.6%	1,029	88	8.6%	3,030	497	16.4%	832	275	33.1%	
		306	4,161	3,076	73.9%	97.9%	36.6%	4,161	997	24.0%	907	14	1.5%	2,226	473	21.2%	1,028	510	49.6%	
		307	3,128	2,354	75.3%	822.0%	23.1%	3,023	834	27.6%	455	57	12.5%	2,019	549	27.2%	1,549	228	41.5%	
		308	4,011	2,606	65.0%	88.7%	18.4%	3,986	1,327	33.3%	1,170	273	23.3%	2,225	767	34.5%	591	287	48.6%	
		309	5,104	3,599	70.5%	83.5%	13.2%	4,976	1,124	22.6%	1,068	127	11.9%	3,036	116	21.2%	872	353	10.5%	
		310.01	1,323	954	72.1%	88.1%	15.7%	1,269	271	21.4%	300	19	6.3%	723	141	16.0%	246	136	55.3%	
		310.03	3,098	2,394	77.3%	88.2%	25.9%	2,172	395	18.2%	579	86	16.6%	1,263	519	11.2%	390	168	43.1%	
		310.04	4,440	3,064	69.0%	89.5%	15.2%	4,440	855	19.3%	1,125	126	11.2%	2,478	702	20.9%	837	210	25.1%	
		311.01	4,361	3,515	80.6%	90.4%	19.8%	4,361	1,168	26.8%	657	0	0.0%	2,632	332	26.7%	1,078	466	43.2%	
		311.02	2,404	1,405	58.4%	95.7%	17.7%	2,335	451	19.3%	770	37	4.0%	1,315	247	25.2%	230	88	35.2%	
		312	3,920	2,836	72.3%	89.7%	19.7%	3,920	749	19.1%	793	31	3.9%	2,392	3,931	17.7%	735	305	41.5%	
		313	2,111	1,522	72.1%	82.9%	8.7%	1,922	659	34.3%	453	56	12.7%	861	413	28.7%	608	356	58.6%	
		Greenup	Greenup	35,996	25,623	71.2%	90.2%	16.8%	25,609	7,493	21.0%	1,785	424	5.4%	20,513	3,931	19.2%	7,311	3,138	43.0%
			401	4,646	3,282	70.6%	96.6%	34.6%	4,644	860	18.5%	1,090	52	4.8%	1,801	543	22.9%	1,003	395	

# **Appendix E**

**Title VI Assurances  
and  
Appendices A-E**





The United States Department of Transportation (USDOT)  
Standard Title VI/Non-Discrimination Assurances  
DOT Order No. 1050.2A

The KYOVA Interstate Planning Commission (herein referred to as the "Recipient"), hereby agrees that, as a condition to receiving any Federal financial assistance from the United States Department of Transportation (DOT) is subject to and will comply with the following:

**Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, or national origin);
- 49 C.F.R. Part 21 (entitled *Nondiscrimination In Federally Assisted Programs of the Department Of Transportation-effectuation of Title VI of the Civil Rights Act of 1964*);
- 28 C.F.R. Section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964):

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

**General Assurances**

In accordance with the Acts, and the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

*"No persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the FHWA.*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973) by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

**Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Federal Highway Program:

1. The Recipient agrees that each "activity," "facility", or "program," as defined in §§21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal Highway Programs and, in all proposals for negotiated agreements regardless of funding source:

*"The \_\_\_\_\_ in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clause of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient that where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
5. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

DeAnna Holliday  
Chair

Christopher M. Chiles  
Executive Director

KYOVA Interstate  
Planning Commission

400 Third Avenue  
Huntington, WV 25701  
P.O. Box 939  
Huntington, WV 25712  
Tel: (304) 523-7434  
Fax: (304) 529-7229



6. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
  
7. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods;
  - a. The period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. The period during which the Recipient retains ownership or possession of the property.
  
8. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors, in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
  
9. The Recipient agrees that the United States has a right to seek judicial enforcement with respect to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, KYOVA Interstate Planning Commission also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the FHWA access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the FHWA. You must keep records, reports, and submit the material for review upon request to FHWA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

KYOVA Interstate Planning Commission gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Program. This ASSURANCE is binding on KYOVA, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors, transferees, successors in interest, and any other participations in the Federal Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

**KYOVA Interstate Planning Commission**

(Name of Recipient)

by \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
Date



**TITLE VI ASSURANCE  
APPENDIX A**

During the performance of this contract, the contractor, for itself, its assignees, and successors, in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds, of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases or equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B or 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds or race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts and the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, and other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials, and leases or equipment, unless exempt by the Acts and the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provision including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interest of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interest of the United States.

**TITLE VI ASSURANCE  
APPENDIX B**

**CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY**

The following will be included in deeds effecting or recording the transfer of real property, structure, or improvements thereon, or granting interested therein from the United States pursuant to the provisions of Assurance 4:

**NOW, THEREFORE**, the Department of Transportation as authorized by law and upon the condition that the (Title of Recipient) will accept title to the lands and maintain the project constructed thereon in accordance with laws of the states of Kentucky, West Virginia, and Ohio, the Regulations for the Administration of Federal Highway Program, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252 U.S.C. §2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the (Title of Recipient) all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

**(HABENDUM CLAUSE)**

TO HAVE AND TO HOLD said lands and interest therein unto (Title of Recipient) and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the (Title of Recipient), its successors and assigns.

The (Title of Recipient), in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]\* (2) that the (Title of Recipient) will use the lands and interests in lands and interests in lands so conveyed in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal regulations, U.S. Department of Transportation, subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

*(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)*

**TITLE VI ASSURANCE  
APPENDIX C**

**CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER  
THE ACTIVITY, FACILITY, OR PROGRAM**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the KYOVA Interstate Planning Commission pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as covenant running with the land"] that:
  - 1. In the even facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for any purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, KYOVA Interstate Planning Commission will have the right to terminate the (lease, license, permit, etc.,) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the KYOVA Interstate Planning Commission will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the KYOVA Interstate Planning Commission and its assigns.\*

*(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)*

**TITLE VI ASSURANCE  
APPENDIX D**

**CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED  
UNDER THE ACTIVITY, FACILITY, OR PROGRAM**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the KYOVA Interstate Planning Commission pursuant to the provisions of Assurance 7(b):

- A. The (grantee, lessee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as covenant running with the land"] that: (1) no person on the ground of race, color, or national origin, will be excluded from participation in , denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.) in the event of breach of any of the above Non-discrimination covenants, KYOVA Interstate Planning Commission will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, KYOVA Interstate Planning Commission will there upon revert to and vest in and become the absolute property of KYOVA Interstate Planning Commission and its assigns.\*

*(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)*

## TITLE VI ASSURANCE APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors, in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, or national origin); and 49 CFR Part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal-aid programs and projects);
- Federal-aid Highway Act of 1973, (223 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of terms “programs or activities” to include all the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the American with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131—12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English Proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 *et seq.*).



# **Appendix F**

## **Definitions**

## **Definitions**

### **Affirmative Action**

A good faith effort to eliminate past and present discrimination in all federally assisted programs and to ensure future nondiscriminatory practices.

### **African American (Black)**

A person having origins in any of the black racial groups of Africa.

### **American Indian or Alaska Native**

A person having origins in any of the original peoples of North and South American (including Central America) who maintains cultural identification through tribal affiliation or community attachment.

### **Applicant**

An eligible public entity or organization that submits an application for financial assistance under a program administered on behalf of the State.

### **Area Development Districts (ADD)**

Focus on developing and sustaining the fundamental building blocks for state, regions, and local communities in rapidly changing global marketplace. Including but not limited to traditional emphasis on strategic planning and project funding for clean and safe drinking water systems, health care facilities, affordable housing, small business development and transportation improvements.

### **Asian**

A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

### **Assurance**

A written “policy statement” or “contractual agreement” signed by the agency head in which a recipient agrees to administer federally assisted programs in accordance with civil rights laws and regulations.

### **Beneficiary**

Any person or group of people (other than states) entitled to receive benefits, directly or indirectly, from any federally assisted program (i.e. relocated persons, impacted citizens, communities, etc).

### **Complaint**

A verbal or written allegation of discrimination that indicates that a federally assisted program operated in such a manner that it results in disparity of treatment to persons or groups of persons because of race, color, national origin.

### **Compliance**

A satisfactory condition wherein an applicant, recipient, or subrecipient has effectively implemented all the Title VI requirements or can demonstrate that every good-faith effort toward achieving this end has been made.

**Contract**

A mutually binding legal relationship or any modification thereof obligating the seller to furnish supplies or services, including construction, and obligating the buyer to pay for them. Throughout this document, a lease is considered a contract.

**Contractor**

Any person, corporation, [partnership, organization, or incorporated association that participates, through a contract or subcontract, in any program or activity covered by this plan including lessees.

**Discrimination**

Involves any act or inaction, whether intentional or unintentional in any program or activity of a federal aid recipient, sub recipient, or contractor, which results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, sex, national origin, age, disability or in the case of disability, failing to make a reasonable accommodation.

**Division**

One of the administrative subdivisions of an office of the Kentucky Transportation Cabinet. The term *district* considered equivalent to *division*, as an administrative subdivision of an office of the KYTC.

**Executive Director**

The Executive Director is the individual responsible for the overall daily operation and responsibilities of the KYOVA Interstate Planning Commission. The Executive Director reports directly to the KYOVA Policy Board.

**Federal Assistance**

- Grants and loans of federal funds
- The grant or donation of federal property and interests in property
- The detail of federal personnel
- The sale and lease of, and the permission to use (on other than a casual or transient basis), federal property or any interest in such property without consideration or with nominal consideration, or with consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient
- Any federal agreement, arrangement, or other contract that has, as one of its purposes, the provision of assistance

**Federal Highway Administration (FHWA)**

Agency within the U.S. Department of Transportation that supports State and local governments in the design, construction and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Loans Highway Program)

**Grantee**

Any public or private agency, institution or organization to whom federal financial assistance intended for any program.

**Hispanic or Latino**

A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.

**Interpretation**

The process of listening to something in one language and orally interpreting it in another. The mix of LEP services under the Oral Languages Services is as follows:

- Hiring bilingual staff
- Hiring staff interpreters
- Using telephone interpreter lines
- Using community volunteers
- Use of family members, friends, and other customers/passengers as interpreters.

**Kentucky Transportation Cabinet (KYTC)**

The agency of Kentucky charged by its laws with the responsibility for all modes of transportation.

**Limited English Proficiency (LEP)**

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write or understand English can be limited English proficient.

**Metropolitan Planning Organization (MPO)**

Policy board of an organization created and designated to carry out the metropolitan transportation planning process. MPOs are required to represent localities in all Urbanized Areas (UZA) of populations or 50,000, as determined by the US Census. MPOs designated by agreement between the Governor and unites of general-purpose local government that together represent at least 75 percent of the affected population (including the largest incorporated city, based on population, as named by the Bureau of the Census) or in accordance with procedures established by applicable State or local law. When submitting the transportation improvement program (described below), to the State for inclusion in the statewide program, MPOs self-certify that they have met all federal requirements.

**Minority**

A person or groups of persons differing from others in some characteristics, who may be, subjected to differential treatment based on race, color or national origin. Includes African Americans, Hispanics or Latinos, American Indian or Alaska native, Asians and Naïve Hawaiian or Other Pacific Islander.

**Native Hawaiian or Other Pacific Islander**

A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islander.

**Non-compliance**

The condition wherein a recipient has failed to meet prescribed requirements and has shown a lack of good-faith effort in implementing all of the Title VI requirements.

**Non-minority or non-minority group people**

Caucasians

**Ohio Department of Transportation (ODOT)**

The agency of Ohio charged by its laws with the responsibility for all modes of transportation.

**Persons**

Where designation of persons by race, color or national origin is required, the following designations ordinarily may be used: "White no of Hispanic origin," "Black not of Hispanic origin." "Hispanic," "Asian or Pacific Islander," "American Indian or Alaskan Native." Additional subcategories based on national origin or primary language spoken may be used, where appropriate, on either a national or regional basis.

**Primary Recipient**

KYTC, ODOT, WVDOT or any department, division, or agency authorized to request federal assistance on behalf of sub-recipients and to distribute financial assistance to sub-recipients' contracts for carrying out a program.

**Program**

Includes any highway, project, or activity that provides services, financial aid or other benefits to individuals, including education or training, work opportunities, health, welfare, rehabilitation, housing or other services, whether provided directly by the recipient of federal financial assistance or provided by others through contracts or other arrangements with the recipient (i.e. Planning, Environment, Design, Right-of-Way, Construction, Safety, and Research).

**Program Area Officials**

The officials who are responsible for carrying out technical program responsibilities.

**Public Participation**

An open process in which the rights of the community to be informed to provide comments to the Government and to receive a response from the Government are met through a full opportunity to be involved and to express needs and goals.

**Recipient**

Kentucky, Ohio, or West Virginia or any political subdivision or instrumentality thereof or any public or private agency, institution, or organization or other entity; or any individual in Kentucky, Ohio, or West Virginia to whom federal assistance is extended, either directly or through another recipient, for any program. Recipient includes any successor, assignee, or transferee thereof. The term "recipient" does not include any ultimate beneficiary under any such programs. Examples of recipients include MPOs, Council of Governments (COG), towns, cities, counties, school districts or any sub recipient.

**Secretary**

The chief administrative officer of the Kentucky Transportation Cabinet (KYTC), Ohio Department of Transportation (ODOT), and West Virginia Division of Highways (WVDOT).

**Statewide Transportation Improvement Program (STIP)**

Statewide transportation improvement program (STIP) for all areas for each State covering a period of at least four years. The STIP is a staged, multi-year, statewide intermodal program of transportation projects, consistent with the statewide transportation plan and planning processes as well as metropolitan plans, transportation improvement programs (TIP), and planning processes. The STIP must be developed in cooperation with the metropolitan planning organizations (MPO), public transit providers, and any Regional Transportation Planning Organization (RTPO) in the State and must be compatible with the TIPs for the metropolitan areas in the State.

**Statewide Transportation Plan (STP)**

A long-range transportation plan that provides for the development and implementation of the multimodal transportation system (including transit, highway, bicycle, pedestrian, and accessible transportation for the State. This plan must identify how the transportation system will meet the State's economic, transportation, development and sustainability goals for a least a 20-year planning horizon.



**Sub-grantee**

Any public or private agency, institution, or organization to who federal financial assistance is intended (through another recipient) for any program.

**Title VI Officer, Coordinator or Liaison**

Refers to the responsible official in matters relating to Title VI. KYOVA's Title VI Coordinator reports to and assists the Executive Director in carrying out the Title VI responsibility of the KYOVA Interstate Planning Commission.

**Title VI Program**

The system of requirements developed to implement Title VI of the Civil Rights Acts of 1964. When appropriate, the phrase "Title VI Program" also refers to the civil rights provisions of other federal non-discrimination authorities to the extent that they prohibit discrimination on the grounds of race, color, or national origin in programs or activities receiving federal financial assistance.

**Translation**

Translation is the replacement of a written text from one language into an equivalent written text in another.

**Transportation Improvement Program (TIP)**

Plan developed by Metropolitan Planning Organization (MPO) in cooperation with the State(s) and public transit providers detailing a list of upcoming transportation projects, covering a period of at least four years. It should include a capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects and safety projects included in the State's Strategic Highway Safety Plan. The TIP should include all regionally significant projects receiving FHWA or FTA funds, or for which FHWA or FTA approval is required.

**West Virginia Department of Transportation (WVDOT)**

The agency of West Virginia charged by its laws with the responsibility for all modes of transportation.

**White**

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.