



northern tier
regional planning &
development
commission



TITLE VI PROGRAM DOCUMENT

February 2025

Final

Northern Tier Rural Planning Organization
312 Main Street
Towanda, PA 18848



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Northern Tier Regional Planning and Development Commission Alliance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Northern Tier Regional Planning and Development Commission does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Northern Tier Regional Planning and Development Commission will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Northern Tier Regional Planning and Development Commission's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Northern Tier Regional Planning and Development Commission will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Northern Tier Regional Planning and Development Commission offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Northern Tier Regional Planning and Development Commission, should contact Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Northern Tier Regional Planning and Development Commission to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Northern Tier Regional Planning and Development Commission is not accessible to persons with disabilities should be directed to Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org.

The Northern Tier Regional Planning and Development Commission will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**NORTHERN TIER RURAL PLANNING ORGANIZATION (NORTHERN TIER RPO)
NOTIFICATION OF PROTECTIONS TO THE PUBLIC OF RIGHTS UNDER TITLE VI AND OTHER NON-
DISCRIMINATION REGULATIONS WITH INSTRUCTIONS ON HOW TO FILE A COMPLAINT**

It is the policy of the Northern Tier RPO to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, low income, national origin, or Limited English Proficiency, be excluded from participation in, be denied benefits of, or be subjected to discrimination under its programs and planning activities, as provided by civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. This includes Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

Any person who believes they – or with a specific class of persons – have been aggrieved by any unlawful discriminatory practice may file a complaint. All complaints received are documented and investigated by the appropriate agency.

For more information about the Northern Tier RPO's civil rights program and the procedures to file a complaint, or to get information in another language, please contact:

Title VI Compliance Officer/ADA Coordinator

Attn: Bonnie Warner

Northern Tier Regional Planning and Development Commission

312 Main Street

Towanda, PA 18848

570-265-1513

warner@northerntier.org

Once a complaint is submitted, an acknowledgement of receipt will be provided to the individual submitting the complaint in writing within 15 calendar days. The complaint will then be forwarded to the Pennsylvania Department of Transportation (PennDOT) and the appropriate federal agency for further review and investigation. Complaints and/or allegations received in alternative formats, such as by phone, will be transcribed and provided to the complainant for review and signature.

Alternatively, complaints may be filed with PennDOT, the Federal Highway Administration's Pennsylvania Division Office, the Federal Highway Administration's Headquarters Office of Civil Rights, the Federal Transit Administration, the United States Department of Transportation, the US Department of Justice, or the Northern Tier Regional Planning and Development Commission (staff agency for the Northern Tier RPO).

ATTENTION If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Language Taglines

English

ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

Spanish

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Polish

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer (570) 265-9103.

Vietnamese

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi (570) 265-9103.

Korean

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. (570) 265-9103 으로 전화하십시오.

French

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le (570) 265-9103. »

Somali

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac (570) 265-9103.

Russian

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: (570) 265-9103.

Ukrainian

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: (570) 265-9103.

Simplified Chinese

请注意：如果您说英语以外的另一种语言，我们可以为您提供语言帮助服务。请致电 (570) 265-9103。

Traditional Chinese

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電 (570) 265-9103

Arabic

تنبيه: إذا كنت تتحدث لغة أخرى غير اللغة الإنجليزية، يمكننا توفير خدمات المساعدة اللغوية لك. اتصل بالرقم 570 265 9103

Burmese

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1(570) 265-9103 သို့ ခေါ်ဆိုပါ။

Japanese

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。
電話 (570) 265-9103

Italian

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama (570) 265-9103.

Nepali

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। (570) 265-9103 मा फोन गर्नुहोस्।

Urdu

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرائی جاسکتی ہیں۔ براہ کرم (570) 2659103 پر کال کریں۔

Greek

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε (570) 265-9103.

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Introduction

About Northern Tier Regional Planning and Development Commission

The Northern Tier Regional Planning and Development Commission (NTRPDC) is one of seven sub-state regional agencies designated as a Local Development District (LDD) by the state and federal governments to enhance economic and community development activities in the Commonwealth of Pennsylvania. NTRPDC's service area encompasses the counties of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming. The Commission offers a wide range of programs and services, including: business financing, export counseling, government contract assistance, internet and technology assistance, grant writing services, transportation planning, and workforce development.

Under its transportation planning services, NTRPDC serves as the Rural Planning Organization (RPO) for the region's five counties and guides the transportation planning and decision-making process. It works with partners at all levels of government for the ongoing development, maintenance, and operation of the region's multimodal transportation system. Through memoranda of understanding with PennDOT, the NTRPDC and other RPOs in Pennsylvania are held to the same federal transportation planning requirements as the state's Metropolitan Planning Organizations (MPOs).

Title VI and Related Non-Discrimination Statutes

Title VI of the Civil rights Act of 1964 states:

"No person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Subsequent laws, regulations, directives, and executive orders broadened the factors for which discrimination is prohibited to include sex, disability, age, income, and Limited English Proficiency (LEP). In addition to Title VI, two other executive orders have been enacted to include additional non-discrimination requirements:

- Executive Order 12898: Mandates that federal agencies address Environmental Justice (EJ) for low-income and minority persons and populations.
- Executive Order 13166: Mandates that federal agencies ensure that people with Limited English Proficiency (LEP) have meaningful access to federally conducted/funded programs and activities.

The United States Department of Transportation (USDOT) Order 6640.23 specifies that both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are required to implement environmental justice principles in all programs, policies, and activities. The three guiding principles of EJ as stated by USDOT are:

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

As a recipient of federal transportation funding and financial assistance, the Northern Tier RPO is required to comply with Title VI requirements and subsequent non-discrimination laws. This includes documentation of how the RPO addresses Executive Order 12898 on Environmental Justice and Executive Order 13166 on Limited English Proficiency. The RPO's Non-Discrimination Policy Statement was developed to ensure that plans, programs, and processes developed by the RPO consider the needs of environmental justice populations and those potentially underserved by the transportation system, adhering to the provisions of the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, and Title VI of the Civil Rights Act ("Title VI").

It is the goal of the Northern Tier RPO's Non-Discrimination Policy and this Title VI Compliance and Non-Discrimination Plan to ensure that federally funded transportation projects, plans, programs, processes, and services in the region do not disproportionately burden Environmental Justice (EJ) or other traditionally underserved populations as protected by these laws and regulations. This plan was developed to document and clarify the efforts that the Northern Tier RPO undertakes on a regular basis to ensure compliance with the rules and regulations associated with Title VI and related statutes regarding non-discrimination and environmental justice.

Non-Discrimination Policy Statement

The Northern Tier Rural Planning Organization (RPO) is committed to a policy of non-discrimination in the conduct of its business and assures that no person shall on the basis of race, color, disability, sex, age, low income, nationality, or Limited English Proficiency, as provided by Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990, be excluded from participation in, be denied benefits of or be otherwise subjected to discrimination or retaliation under any RPO program, service, or activity.

Furthermore, the RPO will not, directly or through contractual agreements engage in intentional discrimination, use criteria or methods of administration which will have the effect of subjecting persons to discrimination, or intimidate, threaten, coerce, or discriminate against any individual in retaliation for exercising a right or privilege.

It is the Northern Tier RPO's objective to:

- A. Ensure that the level and quality of transportation planning and related services are conducted without regard to race, color, disability, gender, age, low income, national origin, language, or limited English proficiency;
- B. Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects, of the RPO's programs and activities on minority and low-income populations;
- C. Promote the full and fair participation of all affected populations in transportation decision-making;
- D. Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority or low-income populations;
- E. Ensure meaningful access to programs and activities by persons with Limited English Proficiency.

All complaints that allege exclusion from participation in, denial of benefits, or discrimination on the grounds of race, color, or national origin from any RPO program, service, or activity will be forwarded to the Northern Tier RPO's Title VI Compliance Officer for intake. All complaints will be forwarded to the appropriate agency for investigation and disposition. Complaints may be submitted to the RPO's Title VI Compliance Officer by via mail, email, or phone:



Title VI Compliance Officer
Northern Tier Regional Planning
and Development Commission
312 Main Street
Towanda, PA 18848
(570) 265-1513
warner@northerntier.org

Complaints on the basis of disability may be directed to the RPO's ADA Coordinator:



ADA Coordinator
Northern Tier Regional Planning
and Development Commission
312 Main Street
Towanda, PA 18848
(570) 265-1513
warner@northerntier.org

Northern Tier RPO will not place a surcharge on any individual with a disability to cover the cost of providing auxiliary aids, services, or reasonable modifications of policy.

Additional information concerning the Northern Tier RPO's Title VI and non-discrimination obligations along with its complaint procedures and form can be found on the Northern Tier Regional Planning and Development Commission website on the Transportation Planning webpage:

<https://northerntier.org/transportation-planning/>.

Title VI Notification

As a recipient of federal transportation funding, the Northern Tier RPO and its subrecipients, consultants, and other contractors will provide information to the public pertaining to Title VI requirements and inform the public of protections against discrimination that Title VI provides.

In order to maintain compliance with these requirements, the Northern Tier RPO will post this Title VI plan along with its Non-Discrimination Policy Statement, Discrimination Complaint Form, and other non-discrimination policy information on the Transportation Planning section of the NTRPDC website:

<https://northerntier.org/transportation-planning/>. Hard copies of these policy documents will also be available at the NTRPDC office if an individual would like to review them or file a formal complaint in-person. Furthermore, the RPO's Non-Discrimination Policy Statement shall be included in all major planning documents in addition to being posted at any meetings open to the public as space allows. The Northern Tier RPO's Non-Discrimination Public Notice can be found in **Appendix A**.

Title VI/Non-Discrimination Program Organization

Title VI Compliance Officer

The Northern Tier Regional Planning and Development Commission (NTRPDC) serves as the staff agency for the Northern Tier RPO. A Title VI Compliance Officer has been designated for the full NTRPDC organization and is responsible for the oversight of the NTRPDC's and the RPO's compliance with Title VI and other non-discrimination regulations. They respond to any complaints that are submitted by residents within the five-county region regarding discrimination in the RPO's plans, programs, and activities.

In the context of the RPO, the Title VI Compliance Officer's responsibilities include:

- Monitoring and reviewing the RPO's plans, policies, programs, and activities in coordination with the Regional Planning Manager to ensure compliance with Title VI and other non-discrimination regulations.
- Collecting and reviewing demographic information on a regular basis to prevent or mitigate potential disparate impacts or treatment.
- Coordination with procurement staff on consulting contracts to ensure that Title VI compliance is met and mitigating concerns/issues if not in compliance.
- Coordination with the Regional Planning Manager on periodic reviews/updates to the Title VI Non-Discrimination Plan.
- Attending trainings (as available) to remain apprised of non-discrimination policies and procedures and communicating compliance information with other RPO staff members.
- Routing/resolving Title VI complaints thoroughly and in a timely manner.

ADA Coordination

The NTRPDC's Title VI Compliance Officer also serves as the agency's (and therefore, the RPO's) ADA Coordinator. This individual's ADA coordination responsibilities may be similar to those addressed as Title VI Compliance Officer, however, it is important to note that an individual's ADA protections and complaint procedures are treated separately from those under Title VI.

In the context of the Northern Tier RPO, the responsibilities of the ADA Coordinator include:

- Evaluating RPO plans, policies, programs, and activities for ADA compliance in coordination with the Regional Planning Manager (e.g., accessible meeting spaces, providing meeting materials/planning documents in formats accessible to persons with disabilities and communication aids upon request).
- Posting the RPO's ADA Notice on the NTRPDC's Transportation Planning webpage and in all core planning documents (e.g., Long-Range Transportation Plan, Transportation Improvement Program, Public Participation Plan, etc.).
- Collecting and reviewing demographic data related to persons with disabilities on a regular basis to prevent or mitigate potential disparate impacts or treatment/discrimination.
- Receiving and resolving ADA complaints thoroughly and in a timely manner.

Disadvantaged Business Enterprise Program (DBE) Policy Statement

The Northern Tier Regional Planning and Development Commission (NTRPDC) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. As the staff agency for the Northern Tier RPO, NTRPDC is a subrecipient of federal financial assistance from the U.S. Department of Transportation. As a condition of receiving federal transportation funds, NTRPDC has signed an assurance that it will comply with the requirements set forth in 49 CFR Part 26.

It is the policy of NTRPDC to ensure that DBEs, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in USDOT-assisted contracts. It is the policy of NTRPDC to:

- Ensure non-discrimination in the award and administration of DOT-assisted contracts;
- Create an environment in which DBEs can compete fairly for DOT-assisted contracts;
- Ensure that the DBE Program is narrowly tailored in accordance with applicable regulations;
- Ensure that only firms that fully meet eligibility standards in 49 CFR Part 26 are permitted to participate as DBEs;
- Help remove barriers to the participation of DBEs in DOT-assisted contracts; and
- Assist the development of firms that can compete successfully in the marketplace outside of the NTRPDC DBE Program.

The NTRPDC's Regional Planning Manager will serve in the role of DBE Liaison Officer. In that capacity, they are responsible for implementing all aspects of the DBE program. Implementation of the DBE program is given the same priority as compliance with all other legal obligations incurred by NTRPDC in its financial assistance agreements with the Department of Transportation.

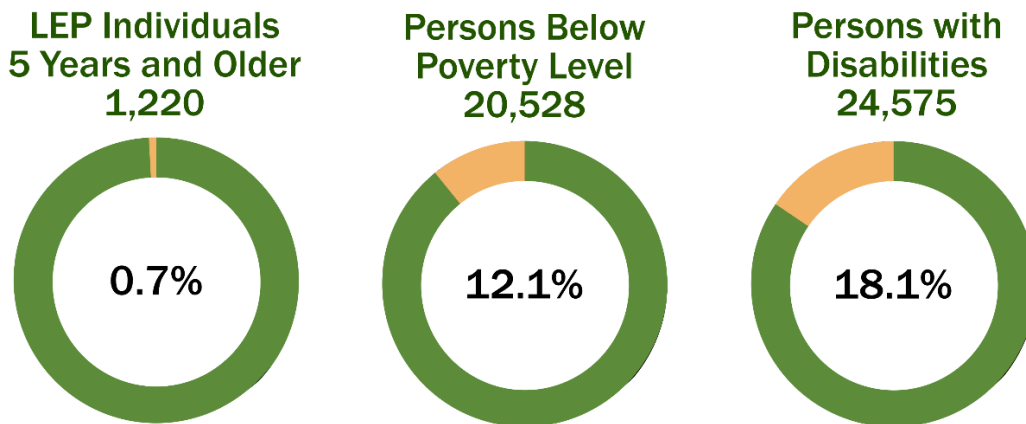
Title VI Components

Demographic Profile

The following provides a brief statistical profile of the Northern Tier RPO's population relative to racial and ethnic minorities, persons with Limited English Proficiency (LEP), low-income individuals, and persons with disabilities. By gathering and analyzing demographic information, the RPO can prevent or obviate potential disparate impacts or disparate treatment discrimination as it conducts its planning activities.

Race/Ethnicity	Total	Regional Percentage
White	163,341	95.0%
Black or African American	1,267	0.7%
American Indian and Alaska Native	75	0.04%
Asian	773	0.4%
Native Hawaiian and Other Pacific Islander	46	0.03%
Some Other Race	373	0.2%
Two or More Races	3,164	1.8%
Hispanic or Latino (all races)	2,945	1.7%

Source: U.S. Census Bureau ACS 5-Year Estimates (2022)



Source: U.S. Census Bureau ACS 5-Year Estimates (2022)

Rural Transportation Advisory Committee (RTAC) Composition

The RPO encourages the participation of minority populations on decision-making bodies as membership should be as diverse as the region. It is a priority that all of the region's citizens be given an opportunity to participate in the transportation planning process, including low-income individuals, the elderly, persons with disabilities, and persons with limited English proficiency (LEP). The table shows the current racial and gender composition of the Rural Transportation Advisory Committee (RTAC).

County	Organization	Gender	Race
Bradford	County Planner	M	Caucasian/White
Bradford	County Commissioner	M	Caucasian/White
Bradford	Private Sector Representative	M	Caucasian/White
Sullivan	Private Sector Representative	M	Caucasian/White
Sullivan	County Commissioner	M	Caucasian/White
Sullivan	Private Sector Representative	M	Caucasian/White
Tioga	County Commissioner	M	Caucasian/White
Tioga	PenTeleData	M	Caucasian/White
Tioga	County Commissioner	M	Caucasian/White
Wyoming	County Planner	F	Caucasian/White
Wyoming	County Commissioner	M	Caucasian/White
Wyoming	Private Sector Representative	F	Caucasian/White
Susquehanna	County Commissioner	M	Caucasian/White
Susquehanna	Township Supervisor	M	Caucasian/White
Susquehanna	Township Supervisor	M	Caucasian/White

Assessment of Impacts of Regional Transportation Investments

As part of the development of the region’s Transportation Improvement Program (TIP), the Northern Tier RPO conducts an environmental justice analysis to assess the benefits and burdens of the investments made in the region’s transportation network on minority and low-income populations. The RPO’s most current analysis was completed for the 2025 TIP cycle and is included in **Appendix E**. The analysis found that transportation investments in the region will not place undue burden or have a disparate impact on the region’s minority and low-income populations. The Northern Tier RPO is committed to monitoring potential impacts as demographic changes and amendments to the TIP occur.

Title VI/Discrimination Complaint Procedures

Any person who believes they, or any specific class of persons, has been excluded from, denied benefits of, or subjected to discrimination on the basis of race, color, or national origin under any Northern Tier RPO planning activity or program may, by themselves or by a representative, file a formal written complaint to the Northern Tier RPO's Title VI Compliance Officer. Alternatively, individuals or their representatives may also call the RPO's Title VI Compliance Officer to submit a complaint. The Title VI Compliance Officer will transcribe the allegations and send to the complainant for review and signature. These procedures may also be used if an individual wishes to file an external grievance related to other laws and statutes that prohibit discrimination such as Section 504 of the Rehabilitation Act, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act (ADA) of 1990.

These procedures are part of an administrative process that does not provide remedies that include punitive damages or compensatory remuneration for the complaint. Intimidation or retaliation of any kind is strictly prohibited.

How to File a Title VI or Other Discrimination Complaint

An individual who believes they have been subject to discrimination or retaliation prohibited by Title VI or other non-discrimination statutes by the Northern Tier RPO has the right to submit and file a complaint. A complaint must be filed no later than 180 calendar days (unless time of filing is extended by the U.S. Secretary of Transportation) from:

- The date of alleged discrimination;
- The date when a person(s) became aware of the alleged discrimination; or
- When there has been a continuing course of conduct, the date on which that conduct was discontinued.

An individual (or their representative) may submit the complaint in writing using the Northern Tier RPO's Discrimination Complaint Form (**Appendix B**). Alternatively, the individual or their representative may call the Northern Tier RPO's Title VI Compliance Officer at (570) 265-1513 to submit a complaint. If a complaint is raised via phone call or other verbal means, the Title VI Compliance Officer or their designee will collect the information needed and transcribe the allegations within the complaint form. Once the allegations are documented, a completed copy of complaint form will be sent to the complainant for corrections and signature.

A complaint submission must include the following information:

- Name, address, and telephone number of the complainant
- The basis of the complaint or grievance (race, color, national origin, disability, etc.)
- A detailed, written description of the alleged discrimination/retaliation that occurred
- Names, addresses, and phone numbers of individuals who may have knowledge of the alleged incident or are perceived as participating parties in the incident
- The date(s) of the alleged discriminatory act(s)
- Any other agencies where the complaint was submitted/filed

If needed, additional information may be required or requested as the complaint is advanced through the process. Additional information regarding the RPO's non-discrimination obligations or how to file a Title

VI/discrimination complaint as well as written requests and/or completed complaint forms may be filed with the Northern Tier RPO's Title VI Compliance Officer via mail, phone, or e-mail:



Title VI Compliance Officer
 Northern Tier Regional Planning
 and Development Commission

✉ 312 Main Street
 Towanda, PA 18848

☎ (570) 265-1513

✉ warner@northerntier.org

The Northern Tier RPO encourages all complainants to certify all mail is sent through the U.S. Postal Service and/or ensure that any written correspondence can be easily tracked. If a complaint is submitted digitally (e.g., email, facsimile, etc.), an original, signed copy of the complaint form must be mailed to the RPO's Title VI Compliance Officer as soon as possible, but no later than 180 days after the date in which the alleged discrimination occurred.

Title VI and other discrimination complaints may also be filed directly with any of the following offices:

 <p>Title VI Coordinator Bureau of Equal Opportunity Pennsylvania Department of Transportation P.O. Box 3251 Harrisburg, PA 17105</p>	 <p>Civil Rights Specialist U.S. Department of Transportation Federal Highway Administration, PA Division 30 North Third Street Harrisburg, PA 17101</p>
 <p>Civil Rights Officer U.S. Department of Transportation Federal Transit Administration 1760 Market Street, Suite 500 Philadelphia, PA 19103</p>	 <p>U.S. Department of Justice Civil Rights Division Office of the Attorney General, Main 950 Pennsylvania Avenue, N.W. Washington, D.C. 20530</p>

If a complaint is received in a language other than English, the Title VI Compliance Officer will engage a professional translation or interpretation service to ensure that a complaint is accurately translated into English and to aid in the preparation of any necessary written response material. If an individual needs special assistance with filing a complaint, they may contact the Title VI Compliance Officer to make a request.

Procedures After a Complaint is Submitted

Receipt, Acknowledgement, and Investigation

Upon receipt of a complaint, the Northern Tier RPO's Title VI Compliance Officer will date stamp the written complaint to establish the timeline for processing and issuing a response in a timely manner. Once stamped, the complaint will be recorded in the RPO's Title VI/Non-Discrimination Complaint Log

(Appendix C). The Title VI Compliance Officer will maintain this log as the RPO's official record of all Title VI and discrimination complaint activity and will retain all copies of all documentation associated with the complaint (e.g., complaint forms/written submissions, federal lawsuit/investigation documents, correspondence sent and received, etc.) in accordance with federal regulations. Digital scans or copies of these files will also be maintained whenever possible. The RPO will regularly review any comments and complaints received by members of the public to determine if a Title VI review and response is warranted. Any response to a Title VI comment or complaint will follow the procedures established by the RPO's non-discrimination policy and this plan.

Upon receipt of a written complaint, the Title VI Compliance Officer will acknowledge receipt within 15 calendar days by notifying the complainant by registered mail. As a subrecipient of federal transportation funds, the Northern Tier RPO does not have the authority to investigate discrimination complaints against itself as it would present a conflict of interest. If the RPO receives a discrimination complaint, it will immediately be transmitted to PennDOT as the primary funding recipient. PennDOT will then process the complaint pursuant to [its own federally-approved procedures](#) and forward to the proper federal agency based on the nature of the complaint (e.g., Federal Highway Administration, Federal Transit Administration, etc.) for processing, investigation, and disposition. The United States Department of Justice makes the final decision as to which federal agency will investigate the claim and that agency then has the authority to make all final decisions, including dismissal or administrative closure of complaints and issuing letters of investigative findings. All complaints are investigated based on the designated federal agency's complaint procedures, unless:

- The complaint is withdrawn by the complainant;
- The complainant fails to provide requested information after numerous attempts;
- The complaint is not filed in a timely manner; or
- The complaint is involving an issue other than discrimination, other the complaint is not based on a protected class.

Any requests for additional information about a complaint will come directly from the federal agency conducting the investigation. All documentation that the Northern Tier RPO receives related to the complaint will be forwarded to PennDOT and the investigating federal agency for their use in making a final decision.

In some cases, FHWA or any other designated federal transportation agency may formally refer a complaint back to the Northern Tier RPO for investigation if against a subrecipient. Should this delegation occur, the RPO and the complainant will receive formal notice from the federal agency. If tasked with completing an investigation, the RPO will do so within 180 days of receiving the complaint and will follow the procedures outlined in [FHWA's Procedures Manual for Processing External Complaints of Discrimination](#).

Resolution

Within 120 days of receipt of the complaint, the designated federal transportation agency will complete its investigation and will notify the complainant of the investigation along with any proposed actions to resolve the complaint. This notification will advise the complainant of their appeal rights to FHWA, FTA, or other agency if they are not satisfied with the final decision and/or the response/resolution to the complaint. Should a complainant wish to appeal the findings of the investigation or proposed resolution,

they have 15 calendar days to submit their appeal per the instructions provided in the letter of investigative findings.

Informal Resolution

During the investigation, the Northern Tier RPO and all other parties will attempt resolve complaints informally and will coordinate with the complainant(s) as appropriate to ensure that all parties involved have a clear understanding of the allegations and any measures/actions the RPO will take to resolve the issue. It is important to note that informal resolution efforts should never be used as a substitution for a formal investigation. Any informal resolution efforts will be documented, included as part of the complaint log, and transmitted to PennDOT as the primary funding recipient and the designated federal agency investigating the claim. Even if attempts at informal resolution occur, a complaint will still need to be processed accordingly and transmitted to PennDOT and the designated federal agency for review, investigation, and final decision.

How to File an ADA Complaint

In addition to the complaint procedures above, the Northern Tier RPO is also required to have complaint procedures addressing allegations of discrimination on the basis of disability under the Americans with Disabilities Act (ADA) of 1990. The RPO is also required to have a designated ADA Coordinator who will serve as the point of contact for special accommodation requests and addressing complaints. In the case of the Northern Tier RPO, the Title VI Compliance Officer also serves as the ADA Coordinator.

Accommodation requests and complaints may be submitted to:



Complaints may also be submitted directly to PennDOT, FHWA, FTA, and/or the US Department of Justice. Any person who feels they have experienced discrimination or retaliation as prohibited under ADA may file a written complaint using the RPO's Discrimination Complaint Form. If needed, alternative means of submitting a complaint, such as transcriptions, personal interviews, or audio recordings, will be made available upon request to persons with disabilities to ensure the process is accessible to all. Under ADA regulations, complaints must be filed no later than 180 days after alleged discrimination or violation to the ADA Coordinator. All ADA complaints will be documented in the complaint log; however, they will also be distinctly categorized separately from other complaints of discrimination. Any complaint or allegation received in alternative formats, such as over the phone, will be transcribed into a complaint form and provided to the complainant for review, correction, and signature.

Within 15 calendar days after receipt of the complaint, the RPO's ADA Coordinator will acknowledge receipt and communicate the RPO's response to the complaint/allegations in writing to the complainant. If the complaint is determined to be under the jurisdiction of the RPO, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. This meeting may also include representatives from PennDOT and Federal Highway Administration (or other federal transportation

agency depending on the nature of the complaint). Upon conclusion of the meeting, the ADA Coordinator will provide a written response in a format accessible to the complainant (e.g., large print, Braille, audio recording) within 15 calendar days explaining the RPO’s position and offer options for substantive resolution of the complaint. If the complainant feels the RPO’s response does not satisfactorily resolve the issue, the complainant or their representative may appeal within 15 calendar days after the receipt of the response to the NTRPDC’s Executive Director. Within 15 calendar days of receipt of the appeal, the NTRPDC’s Executive Director will meet with the complainant to discuss the complaint and possible resolutions. A written response (or other format accessible to the complainant) will be provided to the complainant within 15 calendar days of the meeting with the final resolution.

If the complaint falls outside of the jurisdiction of the Northern Tier RPO, the ADA Coordinator will transmit the complaint and all associated documentation and correspondence to PennDOT and subsequently FHWA or other designated federal transportation agency for processing and investigation. If it is determined a complaint falls outside of the RPO’s jurisdiction, the decision to transmit the complaint to PennDOT and federal transportation officials will promptly be communicated to the complainant in writing and in a format accessible to the complainant.

Confidentiality

In compliance with federal regulations, the Northern Tier RPO, its Title VI Compliance Officer, and ADA Coordinator will ensure confidentiality and protect the identity of all complainants at their election during any investigation, hearing, or proceeding under these complaint procedures. If confidentiality is likely to hinder an investigation, the complainant will be advised for the purpose of waiving the privilege.

Strategies for Increased Accessibility & Transparency

Regardless of the frequency in which discrimination complaints are received by Northern Tier RPO, there are always opportunities to increase the overall accessibility and transparency of the RPO’s non-discrimination procedures. Through the strategies described in the table below, the Northern Tier RPO will take measurable steps to ensure its Title VI and non-discrimination policies and procedures are clearly communicated.

Strategy		Implementation Timeline
1	Develop a dedicated webpage for public participation, Title VI, and LEP resources. This page should include public notices for Title VI, ADA, and language services.	1-2 years
1a	Develop an online version of the Discrimination Complaint Form as another means to communicate discrimination concerns.	1-2 years
2	Ensure Title VI and ADA notices are included in updates to major planning documents.	Ongoing, as plan updates occur
3	Post the Title VI and ADA notices at all public meetings, with translations available upon request.	Ongoing, as public meetings occur

In addition to these strategies, the Northern Tier RPO may employ additional techniques to involve these populations. These could include, but are not limited to:

- Researching and cataloging forums and processes minority/ethnic persons would prefer to discuss transportation planning issues.
- Conducting focus groups with affected communities or groups in smaller settings to inform, educate, and solicit input.
- Establishing partnerships and engage in ongoing dialogue with groups that represent minority, low-income, and other populations that may be potentially underserved by the regional transportation system.
- Seeking opportunities to speak at meetings of groups involving minority, low-income, and other potentially underserved populations.
- Using a range of meeting locations when engaging with the public on a single subject in an effort to reach affected populations and ensuring locations are accessible by transit, biking, and walking.
- Consulting with the region's housing authorities to gain further understanding on where low-income housing populations may be located.
- Providing meeting notices and information at transit stops and on transit vehicles. This could include paratransit and social service vehicles to expand outreach to seniors and persons with disabilities.

Non-Discrimination Program Monitoring

In the implementation of this plan, the Northern Tier RPO will evaluate and review how it interacts with the region's residents on a regular basis and tailor its efforts to ensure its non-discrimination program and its transportation planning activities are as accessible and transparent as possible. During the evaluation process, the RPO will review the complaint log to identify and address areas in need of improvement. The Title VI Compliance and Non-Discrimination Plan will be reviewed every two years. This allows ample time for evaluation and to make necessary updates within the 3-year update cycle of the broader Title VI Program Document.

Appendices

Appendix A: Title VI/Non-Discrimination Notice

NORTHERN TIER RURAL PLANNING ORGANIZATION (NORTHERN TIER RPO) NOTIFICATION OF PROTECTIONS TO THE PUBLIC OF RIGHTS UNDER TITLE VI AND OTHER NON- DISCRIMINATION REGULATIONS WITH INSTRUCTIONS ON HOW TO FILE A COMPLAINT

It is the policy of the Northern Tier RPO to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, low income, national origin, or Limited English Proficiency, be excluded from participation in, be denied benefits of, or be subjected to discrimination under its programs and planning activities, as provided by civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. This includes Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

Any person who believes they – or with a specific class of persons – have been aggrieved by any unlawful discriminatory practice may file a complaint. All complaints received are documented and investigated by the appropriate agency.

For more information about the Northern Tier RPO's civil rights program and the procedures to file a complaint, or to get information in another language, please contact:

Title VI Compliance Officer/ADA Coordinator

Attn: Bonnie Warner

Northern Tier Regional Planning and Development Commission

312 Main Street

Towanda, PA 18848

570-265-1513

warner@northerntier.org

Once a complaint is submitted, an acknowledgement of receipt will be provided to the individual submitting the complaint in writing within 15 calendar days. The complaint will then be forwarded to the Pennsylvania Department of Transportation (PennDOT) and the appropriate federal agency for further review and investigation. Complaints and/or allegations received in alternative formats, such as by phone, will be transcribed and provided to the complainant for review and signature.

Alternatively, complaints may be filed with PennDOT, the Federal Highway Administration's Pennsylvania Division Office, the Federal Highway Administration's Headquarters Office of Civil Rights, the Federal Transit Administration, the United States Department of Transportation, the US Department of Justice, or the Northern Tier Regional Planning and Development Commission (staff agency for the Northern Tier RPO).

ATTENTION If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Appendix B: Discrimination Complaint Form

NORTHERN TIER RURAL PLANNING ORGANIZATION (NORTHERN TIER RPO) DISCRIMINATION COMPLAINT FORM

It is the policy of the Northern Tier RPO to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, low income, national origin, or Limited English Proficiency, be excluded from participation in, be denied benefits of, or be subjected to discrimination under its programs and planning activities, as provided by civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. This includes Title VI of the Civil Rights Act of 1964 (race, color, national origin), Section 504 of the Rehabilitation Act of 1973 (disability), the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (disability), and other laws that prohibit discrimination.

The following information is necessary for processing your complaint. If you require assistance completing this form, please contact the Northern Tier RPO's Title VI Compliance Officer or ADA Coordinator by calling (570) 265-1513. Please return the completed form to the Northern Tier RPO's Title VI Compliance Officer/ADA Coordinator at Northern Tier RPO, 312 Main Street, Towanda, PA 18848. Title VI and ADA complaints must be filed within 180 days from the date of alleged discrimination.

Complainant Name:

Name of Individual Assisting Complainant:

Complainant Address:

Assisting Individual Address:

Complainant Phone:

Assisting Individual Phone:

Complainant Alt. Phone:

Assisting Individual Alt. Phone:

Which of the following describes the reason(s) the alleged discrimination took place? Circle one or more.

Race Age Color Gender Language/LEP National Origin Disability Retaliation Other

Date(s) of alleged discrimination:

Please provide a detailed description of the circumstances of the incident(s), including any additional information supporting your complaint (please use additional pages as necessary).

Please provide the name(s), title and address (if known) of the person who discriminated against the Complainant.

Please provide, if applicable, names and contact information of people who may have knowledge of the alleged incident(s) or are perceived as parties in the incident(s):

Please list any other agency where the complaint has been filed:

I affirm that I have read the above complaint and that it is true to the best of my knowledge, information, and belief.

Complainant's Signature	Print Name of the Complainant	Date
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Assisting Individual's Signature	Print Name of Assisting Individual	Date
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Date Received: _____

Received by: _____

The information above can be sent to any of the following agencies for review and filing:

<p>Northern Tier Regional Planning & Development Commission Title VI Compliance Officer/ADA Coordinator 312 Main Street, Towanda, PA 18848 (570) 265-1513</p>	<p>Title VI Coordinator Bureau of Equal Opportunity Pennsylvania Department of Transportation P.O. Box 3251 Harrisburg, PA 17105</p>	<p>Civil Rights Specialist U.S. Department of Transportation Federal Highway Administration, PA Division 30 North Third Street Harrisburg, PA 17101</p>
<p>Office of Civil Rights Federal Highway Administration U.S. Department of Transportation 1200 New Jersey Avenue, SE 8th Floor E81-105 Washington, DC 20590</p>	<p>Office of Civil Rights Federal Transit Administration 1200 New Jersey Avenue, SE Washington, DC 20590</p>	<p>U.S. Department of Justice Civil Rights Division Office of the Attorney General, Main 950 Pennsylvania Avenue, NW Washington, DC 20530</p>

Appendix D: ADA Notice



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Northern Tier Regional Planning and Development Commission Alliance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Northern Tier Regional Planning and Development Commission does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Northern Tier Regional Planning and Development Commission will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Northern Tier Regional Planning and Development Commission's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Northern Tier Regional Planning and Development Commission will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Northern Tier Regional Planning and Development Commission offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Northern Tier Regional Planning and Development Commission, should contact Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Northern Tier Regional Planning and Development Commission to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Northern Tier Regional Planning and Development Commission is not accessible to persons with disabilities should be directed to Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org.

The Northern Tier Regional Planning and Development Commission will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Appendix E: 2025 Transportation Improvement Program (TIP) Environmental Justice Benefits and Burdens Analysis

2023 Transportation Improvement Program (TIP) Environmental Justice Analysis

Presidential Executive Order 12898 states that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.” Within the transportation field, environmental justice is guided by three core principles:

- 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 or low-income populations.

Because the Northern Tier RPO utilizes federal funds to plan and implement transportation projects the RPO is responsible for undertaking analysis of federally funded projects listed within the LRTP. In order to show that our plan meets these objectives, an Equity Analysis—also known as a “Benefits and Burdens Analysis”—was prepared.

In accordance with FHWA and FTA joint guidance issued to the MPOs and RPOs of Pennsylvania, equity analysis should perform the following four “core elements”:

- Identify environmental justice populations
- Assess conditions and identify needs
- Evaluate burdens and benefits
- Identify and address disproportionate and adverse impacts and inform future planning efforts

Identification of traditionally underserved and underrepresented populations

Executive Order 12898 specifies that minority and low-income populations must be considered in Environmental Justice analysis. These populations were identified using data from the 2020 U.S. Census and 2019 data releases from the American Community Survey (ACS). The following definitions are used for the purposes of this analysis:

- **Minority:** Any individual or group that self-identifies as a member(s) of the racial categories of Black/African American, Asian American, American Indian/Alaskan Native, Native Hawaiian/other Pacific Islander, and the ethnic category Hispanic/Latino.
- **Low-income:** Households at or below the federal poverty level. In the same spirit, Northern Tier environmental justice equity analysis also identifies people with disabilities and people with limited English proficiency (identified as individuals speaking English “not very well” or speaking English “not at all”).

Minority and Low-Income Profile

The Northern Tier Regional Planning and Development Commission (RPO) is responsible for five counties located in Northeastern Pennsylvania. These counties include Bradford, Sullivan, Susquehanna, Tioga, and Wyoming. The data used for these five counties was collected from the U.S. Census Bureau 2018-2022 American Community Survey 5-Year Estimates, which is the most recent data available during TIP development.

Demographic Indicator	Northern Tier, Pennsylvania	
	Region Population	Region Percentage
Total Population	171,984	
White alone, non-Hispanic	163,341	94.97%
Black or African American alone, non-Hispanic	1,267	0.74%
American Indian and Alaska Native alone, non-Hispanic	75	0.04%
Asian alone, non-Hispanic	773	0.45%
Native Hawaiian and Other Pacific Islander alone, non-Hispanic	46	0.03%
Some other race alone, non-Hispanic	373	0.22%
Two or more races	3,164	1.84%
Hispanic or Latino	2,945	1.71%
Minority	8,643	5.03%
Low-Income Populations	20,528	12.14%
Other Potentially Disadvantaged Populations		
Limited English Proficiency Households	202	0.29%
Persons with a Disability	26,755	15.70%
Elderly (65 years or older)	39,192	22.79%
Carless Households	4,361	6.24%
Housing Units with no internet	8,726	12.50%
Housing Units with no computer	6,913	9.90%

Source: 2018-2022 American Community Survey 5-Year Estimates

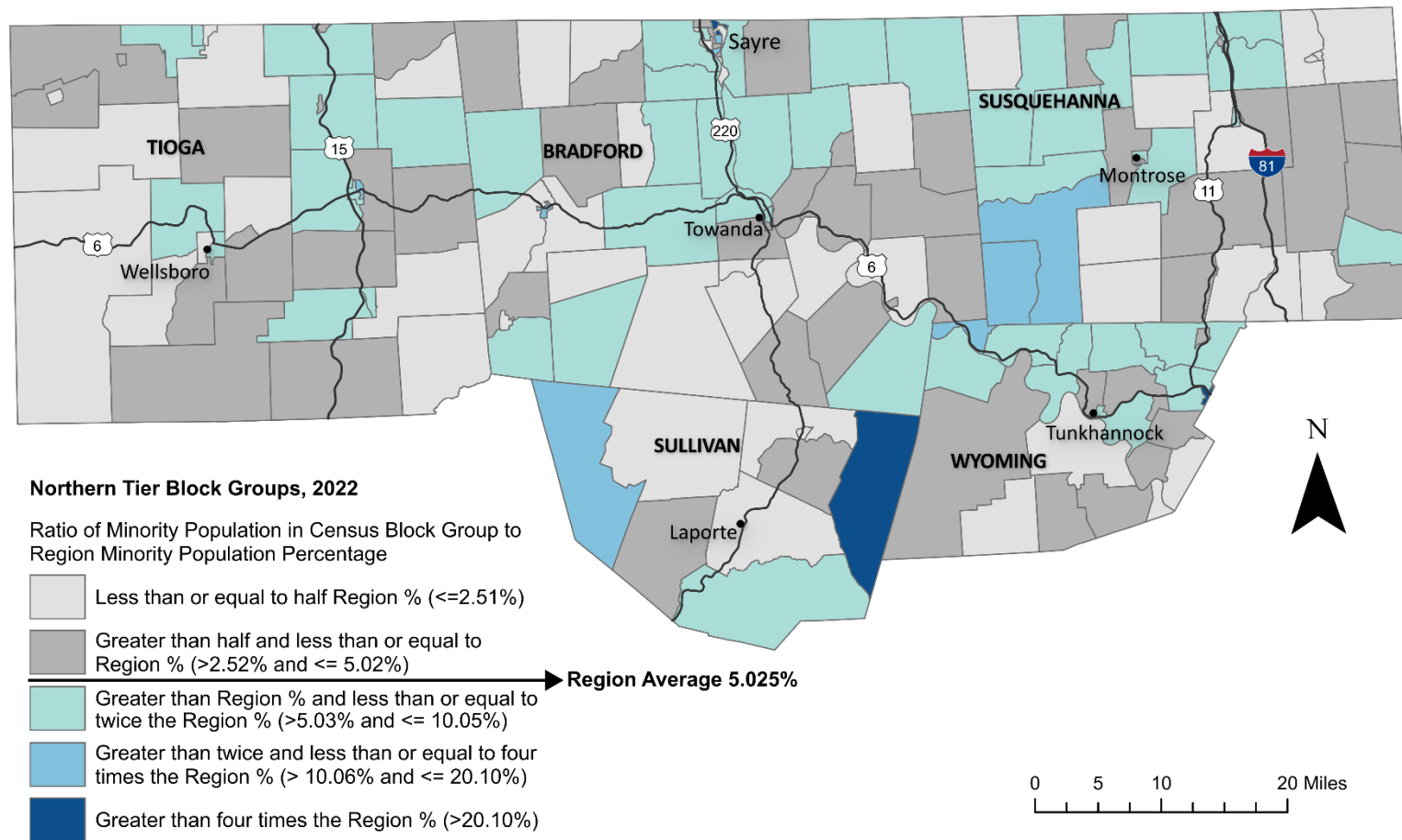
Minority Intervals for Northern Tier RPO

Data from the 2018-2022 American Community Survey 5-Year Estimates were used to evaluate the locations in the Northern Tier RPO region compared to the minority concentration in 168 census block groups. The total region population used for this analysis was 171,984, and the total minority population was 8,643. In the Northern Tier, 5.03 percent of the population is minority. Using that percentage, census blocks were divided into intervals as described in the table below.

Minority Intervals		Total Population	Total Population (%)	Minority Population	Minority Population (%)
1	Census Block Minority Population Percentage \leq 2.51% (census block group minority population percentage less than or equal to half of regionwide population percentage)	46,355	27.0%	637	7.4%
2	Census Block Minority Population Percentage $>$ 2.51% and \leq 5.03% (census block group minority population percentage greater than half and less than or equal to regionwide or regional minority population percentage)	59,349	34.5%	2,147	24.8%
3	Census Block Minority Population Percentage $>$ 5.03% and \leq 10.05% (census block group minority population percentage greater than regionwide minority population percentage and less than or equal to twice the regionwide or regional minority population percentage)	52,588	30.6%	3,652	42.3%
4	Census Block Minority Population Percentage $>$ 10.05% and \leq 20.10% (census block group minority population percentage greater than twice and less than or equal to four times the regionwide or regional minority population percentage)	10,358	6.0%	1,368	15.8%
5	Census Block Minority Population Percentage $>$ 20.10% (census block group minority population percentage greater than four times region minority population percentage)	3,334	1.9%	839	9.7%

The map displays the distribution of census block groups with low and high concentrations of minority populations. The highest concentrations are found in Sayre, Bradford County, and eastern Sullivan County.

Figure 1: Minority Populations, 2018 -2022



Low-Income Intervals for Northern Tier RPO

Data from 2018-2022 American Community Survey 5-Year Estimates were used to evaluate the locations in the Northern Tier RPO region compared to the low-income concentration in the 168 census block groups. The total region population used for this analysis was 171,984 and the total low-income population was 20,528. In the Northern Tier, 12.14 percent of the population is low-income. Using that percentage, census blocks were divided into intervals described in the table below.

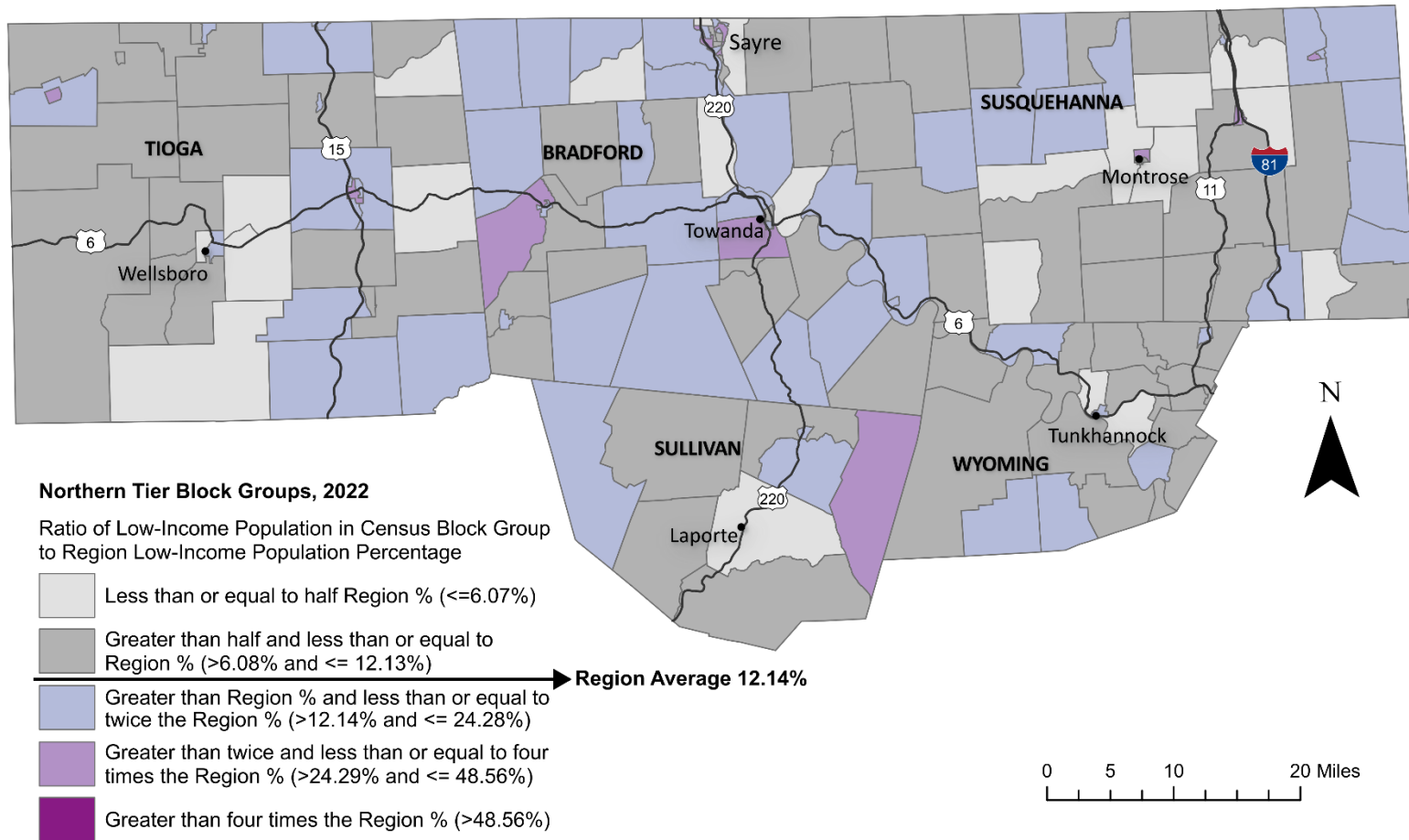
Note: The Northern Tier Region does not have any Block Groups that fall into Interval 5. The following analysis treats Interval 4 as the highest concentration census block of low-income residents.

Low-Income Intervals		Total Population	Total Population (%)	Low-Income Population	Low-Income Population (%)
1	Census Block Low-Income Population Percentage <= 6.07% (census block group low-income population percentage less than or equal to half of regionwide or regional low-income population percentage)	22,976	13.6%	961	4.7%
2	Census Block Low-Income Population Percentage > 6.07% and <= 12.14% (census block group low-income population percentage greater than half and less than or equal to regionwide or regional low-income population percentage)	78,133	46.2%	6,945	33.8%
3	Census Block Low-Income Population Percentage > 12.14% and <= 24.28% (census block group low-income population percentage greater than regionwide low-income population percentage and less than or equal to twice the regionwide or regional low-income population percentage)	57,399	33.9%	9,548	46.5%
4	Census Block Low-Income Population Percentage > 24.28% and <= 48.56% (census block group low-income population percentage greater than twice and less than or equal to four times the regionwide or regional low-income population percentage)	10,571	6.3%	3,074	15.0%

Low-Income Intervals		Total Population	Total Population (%)	Low-Income Population	Low-Income Population (%)
5	Census Block Low-Income Population Percentage > 48.56% (census block group low-income population percentage greater than four times the regionwide low-income population percentage)	0	0%	0	0%

The accompanying map shows the distribution of census block groups with low and high concentrations of low-income populations. The highest concentrations are located in Sayre and other parts of Bradford County, as well as the eastern side of Sullivan County.

Figure 2: Low-income Populations, 2018 -2022



Assessment of Current Conditions

Pavement Condition

Condition data for pavement assets are compiled by PennDOT's Bureau of Maintenance and Operations (BOMO) and made available through the Roadway Management System (RMS) annually. The primary pavement condition and performance measures are the International Roughness Index (IRI) and the Overall Pavement Index (OPI). IRI is based on the smoothness of the pavement, while OPI combines a number of pavement factors, including IRI, to provide a more holistic measure of pavement performance. Condition data is collected on Interstate and NHS roads every year and on all non-NHS roads every two years. For this evaluation, both the IRI and OPI were evaluated for all State Road segments in the Northern Tier RPO region.

Of the State Roadway Segment Miles evaluated, the Northern Tier RPO region has 24 percent of total miles of road have poor OPI and 26 percent have poor IRI. The remaining are fair, good, excellent, or other condition.

Figure 3: Distribution of IRI by Minority Population Intervals – Based on 5.03% Region Average

Minority Interval ID	IRI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 1	220.7	27%	241.7	27%	175.8	28%	233.0	27%	46.3	31%	917.5
Interval 2	281.0	34%	318.4	35%	226.3	37%	369.1	43%	60.4	41%	1,255.1
Interval 3	251.7	31%	299.5	33%	193.5	31%	226.0	26%	31.4	21%	1,002.0
Interval 4	47.5	6%	42.8	5%	21.1	3%	31.6	4%	7.0	5%	149.9
Interval 5	16.0	2%	5.8	1%	2.2	0%	4.6	1%	2.4	2%	31.0
Total Roadway Mileage	816.9	100%	908.1	100%	618.9	100%	864.3	100%	147.5	100%	3,355.5

Figure 4: Distribution of OPI by Minority Population Intervals – Based on 5.03% Region Average

Minority Interval ID	OPI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 1	176.0	29%	348.6	25%	143.2	27%	243.3	30%	6.3	21%	917.5
Interval 2	216.0	36%	500.3	36%	206.4	39%	317.7	39%	14.7	50%	1,255.1
Interval 3	157.0	26%	459.3	33%	166.7	31%	214.2	26%	4.8	16%	1,002.0
Interval 4	39.3	7%	61.2	4%	16.6	3%	31.5	4%	1.4	5%	149.9
Interval 5	10.1	2%	12.7	1%	1.3	0%	4.6	1%	2.3	8%	31.0
Total Roadway Mileage	598.4	100%	1,382.0	100%	534.2	100%	811.4	100%	29.4	100%	3,355.5

Figure 5: Distribution of IRI by Low-Income Population Intervals – Based on 12.14% Region Average

Low-Income Interval ID	IRI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 1	102.2	12%	144.8	16%	92.5	15%	130.5	15%	17.8	12%	487.7

Low-Income Interval ID	IRI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 2	382.7	46%	435.0	48%	319.2	52%	470.9	55%	68.6	47%	1,676.3
Interval 3	304.4	37%	285.4	32%	188.3	30%	241.6	28%	54.3	37%	1,074.0
Interval 4	38.7	5%	34.1	4%	18.7	3%	9.1	1%	6.6	4%	107.2
Interval 5	0.0	0%	0.0	0%	0.0	0%	0.0	0%	0.0	0%	-
Total Roadway Mileage	828.0	100%	899.3	100%	618.6	100%	852.1	100%	147.2	100%	3,345.2

Figure 6: Distribution of OPI by Low-Income Population Intervals – Based on 12.14% Region Average

Low-Income Interval ID	OPI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 1	76.3	13%	203.9	15%	87.4	16%	118.1	15%	2.0	7%	487.7
Interval 2	303.4	50%	632.9	46%	272.0	51%	453.5	56%	14.5	50%	1,676.3
Interval 3	206.4	34%	480.6	35%	157.7	30%	219.7	27%	9.6	33%	1,074.0
Interval 4	20.4	3%	57.4	4%	13.4	3%	13.3	2%	2.6	9%	107.2

Low- Income Interval ID	OPI Quality Range										Total Miles
	Excellent		Good		Fair		Poor		Other		
	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	Miles	Percent	
Interval 5	0.0	0%	0.0	0%	0.0	0%	0.0	0%	0.0	0%	-
Total Roadway Mileage	606.5	100%	1,374.7	100%	530.5	100%	804.7	100%	28.8	100%	3,345.2

Figure 3 shows the distribution of State Roadway Segment Miles and associated IRI among Minority Populations. A majority of State Roadway Segment Miles are located within Minority Population Intervals 1 and 2, which have a smaller minority population than the regionwide average. Due to this large number of segment miles being located within the census block group areas associated with these intervals, there is a significantly larger number of poor-condition segment miles in these intervals. However, when looking at the percentages of poor condition IRI State Roadway Miles to total segment miles within each interval, it can be observed that there is 22 percent poor condition miles in Minority Population Intervals 3, 4, and 5, whereas Intervals 1 and 2 have 28 percent poor condition miles. In particular, Minority Population Intervals 4 and 5 only have 180.93 State Roadway Segment Miles, which is 6.4 percent of the region's State Roadway Segment Miles. To have an equal percentage of IRI condition of State Roadway Segment Miles within each interval, the consideration of resurfacing/repaving projects to Poor IRI State Roadway Segment Miles should be focused in small amounts in the areas with a higher than the region average of Minority Populations. Smaller projects of resurfacing/repaving could add to a more equal distribution within each of these Minority Intervals as they have less total State Roadway Segment Miles.

Figure 4 shows the distribution of State Roadway Segment Miles and associated OPI among Minority Populations. A majority of State Roadway Miles are located within Minority Population Intervals 1 and 2, which have a smaller minority population than the regionwide average. Due to this large number of segment miles being located within the census block group areas associated with these intervals, there is a significantly larger number of poor-condition segment miles in these intervals. However, when looking at the percentages of poor condition OPI State Roadway Miles to total segment miles within each interval, it can be observed that there is 21 percent poor condition miles in Minority Population Intervals 3, 4, and 5, whereas Intervals 1 and 2 have 26 percent poor condition miles. To have a more equal percentage of OPI condition of State Roadway Segment Miles within each interval, the consideration of resurfacing/repaving projects to Poor State Roadway Segment Miles should be focused in small amounts in the areas with a higher than region average of Minority

Populations. Smaller projects of resurfacing/repaving could add to a more equal distribution within each of these Minority Intervals as they have less total State Roadway Segment Miles.

Figure 5 shows the distribution of State Roadway Segment Miles and associated IRI among Low-Income Populations. Analyzing the poor condition State Roadway Segment Miles by Low-Income Population Intervals, it can be seen that the largest percentage of poor condition State Roadway Segment Miles is found in Intervals 1 and 2. However, Interval 1 and 2 are showing approximately 28 percent of its State Roadway Segment Miles in poor condition, while Interval 4 is showing approximately 21 percent of the total State Roadway Segment Miles in poor condition. By focusing resurfacing/repaving projects in the area encompassed by Interval 4, smaller projects would reduce this percentage by a much greater amount than the larger projects that would take place in areas covered by Interval 1 and 2 which have a total of 2,164 State Roadway Segment Miles compared to the 107 State Roadway Segment Miles in areas with the most low-income populations, Interval 4.

Figure 6 shows the distribution of State Roadway Segment Miles and associated OPI among Low-Income Populations. Analyzing the poor condition State Roadway Segment Miles by Low-Income Population Intervals, it can be seen that the largest percentage of poor condition State Roadway Segment Miles is found in Intervals 1 and 2. However, Interval 1 is showing approximately 24 percent of this interval's total State Roadway Segment Miles in poor condition within this interval, while Interval 4 is showing approximately 12 percent of this interval's total State Roadway Segment Miles in poor condition. There are 2,750 State Roadway Segment Miles in Intervals 3 and 4, making up 82 percent of the region's total. Of the State Roadway Segment Miles in Intervals 3 and 4, 24 percent are in poor condition.

Figure 7: Concentration of Minority Population and Pavement Condition Segments

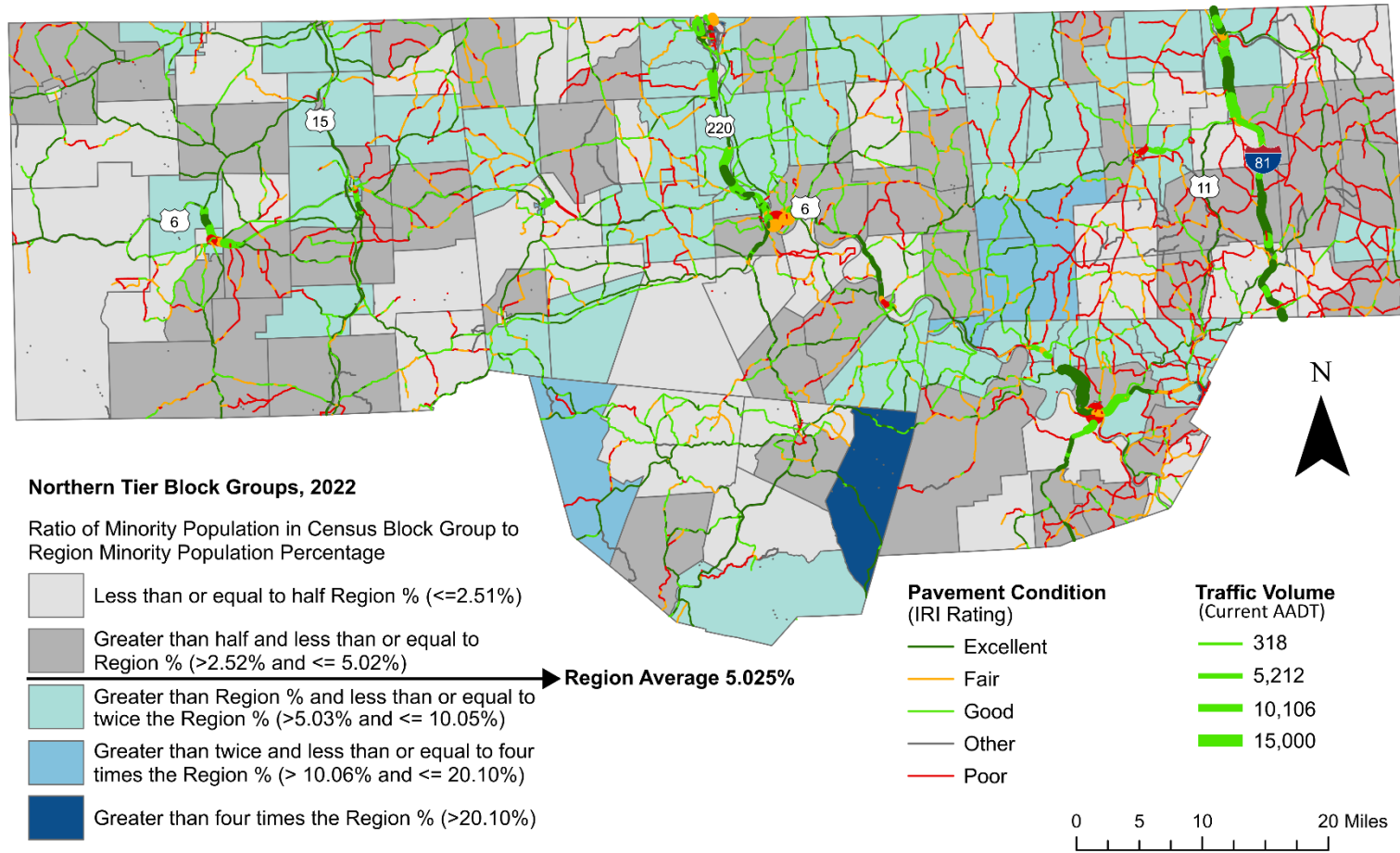
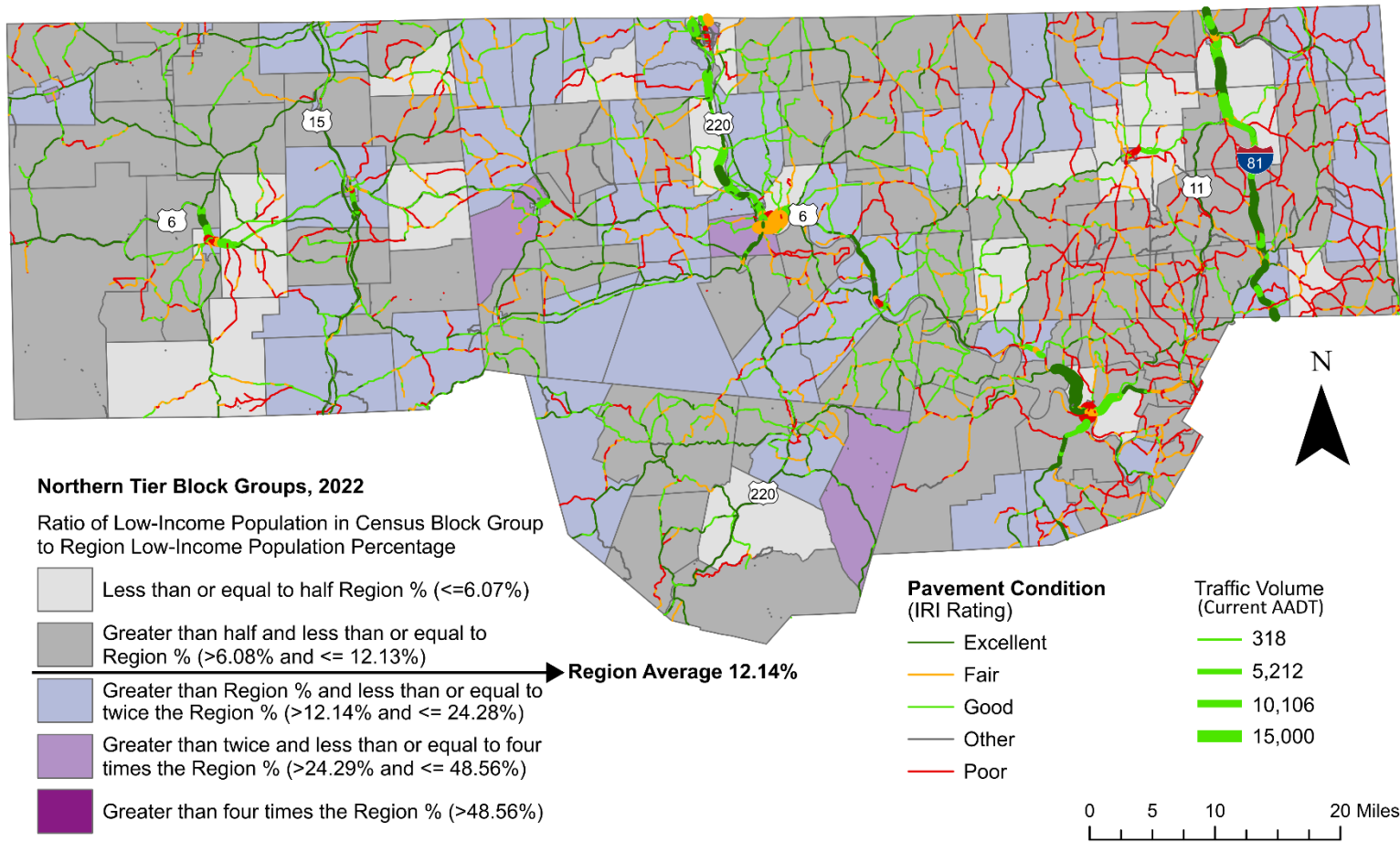


Figure 8: Concentration of Low-Income Population and Pavement Condition Segments



Bridge Condition

Bridge condition data was collected from PennDOT's OneMap. The portal contains attribute data for State and Local bridges, such as conditions. The inspection process rates the deck, superstructure, and substructure separately. If one of those elements is in poor condition, the entire bridge is rated in poor condition. The total number of bridges in the Northern Tier RPO region is 2,120. Of these, 249, or 11.7 percent, are in poor condition.

Bridges are evaluated based on the condition of their major components. State-owned bridges that are 8 feet or longer and local-owned bridges that are 20 feet or longer are inspected on a regular, rotating basis. After the inspections, the deck, substructure, and superstructure of the bridge are given condition ratings. If the bridge is a culvert, the one structural piece is given a condition rating. If any of these structural parts have a condition rating of 4 or less, the bridge is classified as Poor. Bridges and culverts with a condition rating of 5 for any structural parts are considered Fair. Bridges and culverts with a condition rating of 6 or higher are considered Good. The ratings are based on the Federal Highway Administration's Pavement and Bridge Condition Report Performance Measures final rule, which became effective in February 2017.

A bridge labeled as Poor does not necessarily denote an unsafe structure, such bridges typically require significant maintenance and repair to remain in service and would eventually necessitate major rehabilitation or replacement to address the underlying deficiency. The underlying deficiencies leading to a Poor designation can include inadequate under clearances, insufficient load-carrying capacity, poor alignment with the roadway, or the inability to meet the demands of today's traffic.

Figure 9: Distribution of Bridge Condition by Minority Population Intervals – Based on 5.03% Region Average

Minority Interval ID	Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
Total Population	46,355	59,349	52,588	10,358	3,334	171,984
Total Population (in %)	26.95%	34.51%	30.58%	6.02%	1.94%	100%
Minority Population	637	2,147	3,652	1,368	839	8,643
Minority Population (in %)	7.37%	24.84%	42.25%	15.83%	9.71%	100%
<hr/>						
All Bridges	650	689	663	94	24	2,120
All Bridges (in %)	30.7%	32.5%	31.3%	4.4%	1.1%	100%
All Poor Bridges	88	63	73	23	2	249

Minority Interval ID	Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
All Poor Bridges (%)	35.3%	25.3%	29.3%	9.2%	0.8%	100%
All Bridges Total Deck Area						
All Bridges Total Deck Area	1,232,728	1,252,600	2,069,305	142,055	48,884	4,745,573
All Bridges Total Deck Area (%)	26.0%	26.4%	43.6%	3.0%	1.0%	100%
All Poor Deck Area						
All Poor Deck Area	71,217	63,727	74,576	19,438	1,332	230,290
All Poor Deck Area (%)	30.9%	27.7%	32.4%	8.4%	0.6%	100%
State Bridges						
State Bridges	539	593	562	73	23	1,790
State Bridges (%)	30.1%	33.1%	31.4%	4.1%	1.3%	100%
Poor State Bridges						
Poor State Bridges	55	45	47	14	1	162
Poor State Bridges (%)	34.0%	27.8%	29.0%	8.6%	0.6%	100%
Local Bridges						
Local Bridges	111	96	101	21	1	330
Local Bridges (%)	33.6%	29.1%	30.6%	6.4%	0.3%	100.0%
Poor Local Bridges						
Poor Local Bridges	33	18	26	9	1	87
Poor Local Bridges (%)	37.9%	20.7%	29.9%	10.3%	1.1%	100.0%

Figure 10: Distribution of Bridge Condition by Low-Income Population Intervals – Based on 12.14% Region Average

Low-Income Interval ID	Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
Total Population	22,976	78,133	57,399	10,571		169,079
Total Population (in %)	13.59%	46.21%	33.95%	6.25%	0.00%	100%

Low-Income Interval ID	Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
Low-Income Population	637	2147	3652	1368		7,804
Low-Income Population (in %)	8.16%	27.51%	46.80%	17.53%	0.00%	100%
All Bridges	265	1,063	732	60		2,120
All Bridges in (%)	12.5%	50.1%	34.5%	2.8%	0.0%	100%
All Poor Bridges	36	115	92	6		249
All Poor Bridges (%)	14.5%	46.2%	36.9%	2.4%	0.0%	100%
All Bridges Total Deck Area	534,201	2,011,070	1,906,889	293,414		4,745,573
All Bridges Total Deck Area (%)	11.3%	42.4%	40.2%	6.2%	0.0%	100%
All Poor Deck Area	37,522	89,873	97,578	5,317		230,290
All Poor Deck Area (%)	16.3%	39.0%	42.4%	2.3%	0.0%	100%
State Bridges	223	915	598	54		1,790
State Bridges (%)	12.5%	51.1%	33.4%	3.0%	0.0%	100%
Poor State Bridges	28	80	52	2		162
Poor State Bridges (%)	17.3%	49.4%	32.1%	1.2%	0.0%	100%
Local Bridges	42	148	134	6		330
Local Bridges (%)	12.7%	44.8%	40.6%	1.8%	0.0%	100%
Poor Local Bridges	8	35	40	4		87

Low-Income Interval ID	Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
Poor Local Bridges (%)	9.2%	40.2%	46.0%	4.6%	0.0%	100%

Overall, Northern Tier's bridges are in good condition. As with pavement, sample size poses a challenge in evaluating the environmental justice of bridge conditions. Sixty-three (63.2) percent of all bridges are located in areas with few minority concentrations (intervals 1 and 2), and 62.6 percent of all bridges are located in areas with few low-income concentrations (intervals 1 and 2). In areas with higher-than-average minority population (intervals 3, 4, and 5) of the 781 bridges in the census blocks, only 98 are in poor condition. In areas with higher-than-average low-income population (intervals 3 and 4) of the 792 bridges bridges, only 98 are in poor condition. In census blocks where the minority population is higher than the average (intervals 3, 4, and 5), only 62 (9 percent) out of 658 state bridges are in poor condition. Similarly, in areas where the low-income population is higher than the average (intervals 3 and 4), only 54 (8 percent) out of 652 state bridges are in poor condition.

Figure 11: Concentration of Minority Population and Bridges

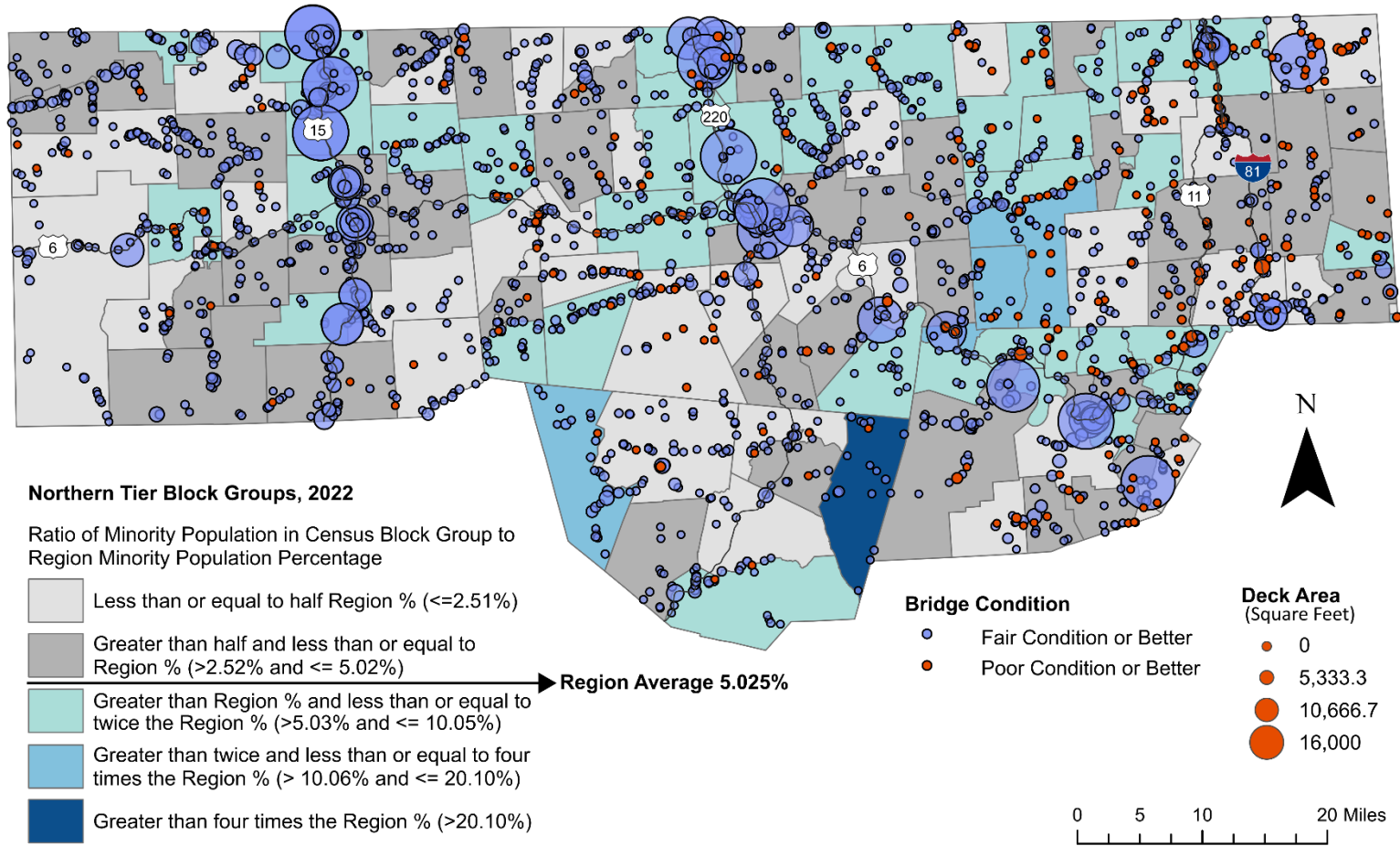
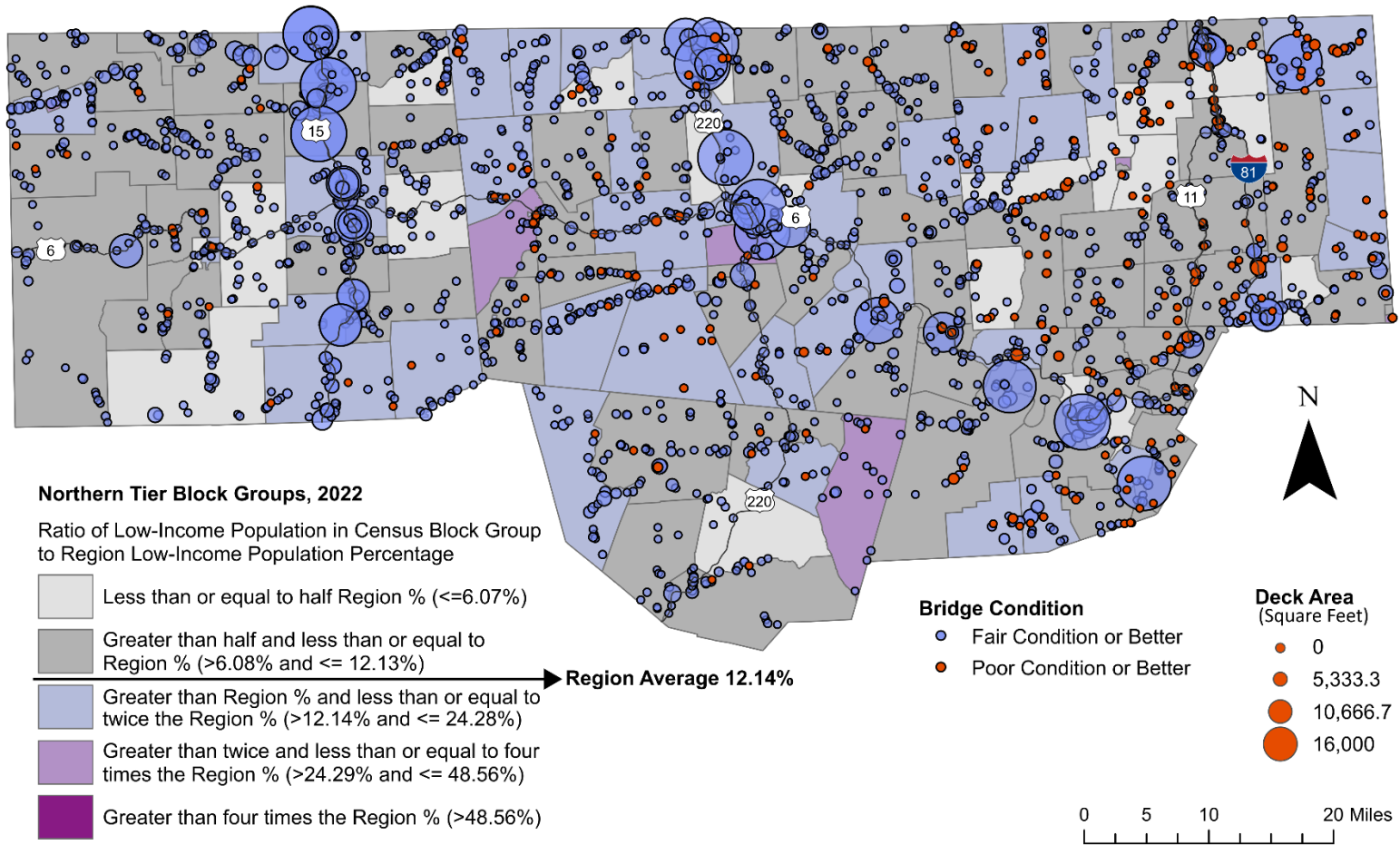


Figure 12: Concentration of Low-Income Population and Bridges



Injury and Fatal Vehicular Crashes

Statewide crash data is collected by PennDOT and made publicly available through the Pennsylvania Crash Information Tool (PCIT). The most recent data available at the time of this analysis was from January 2018 to December 2022. The total number of reportable crashes in the Northern Tier RPO region for that period was 8,482. This includes vehicular crash fatalities and suspected serious injury crashes, crashes in which a person on a bicycle was involved, and crashes in which a pedestrian was involved.

Figure 13: Distribution of Crashes (2018-2022) by Minority Population Intervals – Based on 5.03% Region Average

Minority Population Interval	Reportable Crashes		Fatal Crashes		Suspected Serious Injuries Crashes	
	Total	Percent	Total	Percent	Total	Percent
Interval1	2,335	27.5%	41	29.3%	125	32.0%
Interval2	2,929	34.5%	51	36.4%	123	31.5%
Interval3	2,790	32.9%	38	27.1%	115	29.4%
Interval4	320	3.8%	10	7.1%	25	6.4%
Interval5	108	1.3%	-	0.0%	3	0.8%
TOTAL	8,482	100%	140	1	391	100%

Figure 14: Distribution of Crashes (2018-2022) by Low-Income Population Intervals – Based on 12.14% Region Average

Low-Income Population Interval	Reportable Crashes		Fatal Crashes		Suspected Serious Injuries Crashes	
	Total	Percent	Total	Percent	Total	Percent
Interval1	1,490	17.6%	19	13.6%	57	14.6%
Interval2	3,615	42.6%	80	57.1%	171	43.7%
Interval3	2,970	35.0%	39	27.9%	150	38.4%
Interval4	407	4.8%	2	1.4%	13	3.3%
Interval5	0	0.0%	0	0.0%	0	0.0%
TOTAL	8,482	100%	140	100%	391	100%

Of the reported total fatalities and serious injuries, 48 (34.3 percent) took place within census block groups with higher-than-average minority population (Intervals 3, 4, or 5), and 41 (29.3 percent) were located within block groups with higher-than-average low-income

population (Intervals 3 or 4). Unlike bridges or pavement, vehicular crashes are not necessarily tied to a specific location. A person with a low income could be in a crash in an area with a high-income population. However, safety for all is the highest priority of the Northern Tier RPO and it is clear that more can be done to improve safety in areas with low-income and minority populations.

Non-Motorized Crashes

Non-motorized crashes were evaluated. The data in the charts below show the number of people riding a bicycle or walking who were involved in crashes. The data also shows the number of fatalities and serious injuries that occurred.

Figure 15: Distribution of Crashes (2018-2022) by Minority Population Intervals – Based on 5.03% Region Average

Minority Population Interval	Bicycle			Pedestrian		
	Total Crashes	Fatalities	Suspected Serious Injuries	Total Crashes	Fatalities	Suspected Serious Injuries
Interval1	4	0	0	15	1	4
Interval2	9	0	0	22	4	2
Interval3	6	1	1	25	3	10
Interval4	0	0	0	14	4	0
Interval5	1	0	0	0	0	0
TOTAL	20	1	1	76	12	16

Figure 16: Distribution of Crashes (2018-2022) by Low-Income Population Intervals – Based on 12.14% Region Average

Low-Income Population Interval	Bicycle			Pedestrian		
	Total Crashes	Fatalities	Suspected Serious Injuries	Total Crashes	Fatalities	Suspected Serious Injuries
Interval1	7	0	1	10	1	1
Interval2	4	1	0	24	8	4
Interval3	7	0	0	31	1	9
Interval4	2	0	0	11	2	2

Low-Income Population Interval	Bicycle			Pedestrian		
	Total Crashes	Fatalities	Suspected Serious Injuries	Total Crashes	Fatalities	Suspected Serious Injuries
Interval5	0	0	0	0	0	0
TOTAL	20	1	1	76	12	16

Of the reported bicycle and pedestrian crashes, 46 (47.9 percent) took place within census block groups with higher-than-average minority population (Intervals 3, 4, or 5), and 51 (53.1 percent) were located within block groups with higher-than-average low-income population (Intervals 3 or 4) These numbers indicate that the approximately 50 percent of bicycle and pedestrian crashes occur in the higher-than-average minority and low-income block groups. More needs to be done to improve no-motorized safety in these areas.

As noted above, safety is the top priority. The RPO will continue to address safety issues while collaborating with PennDOT and other organizations with a role in transportation safety.

The Northern Tier RPO will consider the distribution of bicycle and pedestrian crashes while implementing strategies.

Condition Summary

The physical asset maintenance in Northern Tier is good overall. This, in turn, lowers the amount of poor pavement miles and poor bridges that are located in higher-than-average (intervals 3, 4, and 5) low-income and minority census blocks. The 2025-2028 Highway/Bridge TIP contains many resurfacing and restoration projects for pavement and bridges.

Motorized vehicle crashes, both fatal and injury-causing, are prevalent in all census block groups. Roughly half of all non-motorized crashes involving people walking or riding a bicycle occurred in environmental justice population areas. The expansion of HSIP funding with the IJJA/BIL legislation in 2021 expanded eligibility to “vulnerable road users” and will be able to be used to address non-motorized safety issues going forward.

Benefits and Burdens

As a part of the Transportation Improvement Program (TIP) adoption procedure, the Northern Tier RPO is required to assess the impact that TIP projects have on the neighboring environments. One crucial aspect of this analysis is evaluating the benefits and burdens a project may have on minority and low-income populations surrounding a project area. The transportation program can bring various benefits, such as access, mobility, safety, and environmental quality. However, it can also cause burdens, such as a reduction in any of the above aspects to a community. Many transportation projects require a trade-off between these features of the transportation system and the distribution of the benefits and burdens. For instance, a project that decreases congestion in one community may result in a decrease in the environmental quality of another as additional vehicles begin using the improved route. Increased safety may require a trade-off in access or mobility, and increased access may bring mobility concerns. The benefits and burdens analysis concerning environmental justice is done to evaluate that the benefits of transportation investment are being equally shared and that the burdens created by new projects are not being borne by one part of the public over another. All conditions were overlaid onto low-income and minority concentration maps and tables.

The Draft 2025-2028 TIP outlines various types of projects such as Maintenance, Bridges, Highway, and Safety. Each project type has a unique impact on the population and affects them differently. For example, maintenance projects have the least impact on the population as they usually involve resurfacing or repaving of existing roadways. Although they may cause delayed travel time, transit service, traffic detours, work zone noise, and debris, they are usually of shorter duration and result in an improved roadway network by providing smoother surfaces and new markings. Bridge projects, whether rehabilitation or replacement, can result in significant traffic detours, delays, and noise. However, the benefits of these types of improvements include safer bridge structures, better roadway conditions, and updated signage.

While poor-condition bridges were fairly distributed in areas with low minority and low-income concentrations, the Northern Tier RPO continues to maintain all bridges safely. In addition to TIP base funds for bridge repair, the IJJA/BIL introduced a new bridge funding category—BRIP. Northern Tier also administers programs for bridges owned by municipalities. These are the Northern Tier At-Risk Bridge Program and the \$5 Local Use Fee Program. These programs further enhance the condition of bridges throughout the Northern Tier.

The RPO and PennDOT use the Network Screening Tool to evaluate locations where safety improvements are needed. These projects are then selected to receive federal HSIP funds. Injury or fatal crashes and pedestrian and bicycle crashes are significant in low-income and minority population areas. This will be taken into consideration as projects in those areas move forward. Safety improvements such as accessible pedestrian signals, ADA curve ramps, widening shoulders, repairing sidewalks, and adding pedestrian refuge islands will be incorporated into projects wherever possible. The RPO will also work to advance active transportation networks identified in the upcoming 2050 Long-Range Transportation Plan. Some examples may include walking trails, bike lane recommendations, and sidewalk gaps.

2025-2028 Highway and Bridge Projects

All projects in the Draft 2025-2028 Highway/Bridge TIP (4 years) were overlaid onto the environmental justice maps, as discussed in the following section. Note that not all projects have a specific location.

Qualitative Evaluation of TIP Projects

A qualitative evaluation of the 2025-2028 Highway and Bridge Program was undertaken to evaluate the potential adverse effects of the program that disproportionately impact minority and low-income populations. A few of these adverse effects could include destruction or disruption of community cohesion or a community's economic vitality, increased traffic congestion, isolation, exclusion or separation of minority or low-income individuals within a given community or from the broader community, destruction or disruption of the availability of public and private facilities and services, adverse employment effects, or destruction or disruption of human-made or natural resources.

The Northern Tier RPO reviewed transportation projects located in areas that were determined to be “high minority” or “high in-poverty.” “High minority,” for the purpose of this analysis, refers to census block groups that have a concentration of minority persons that is greater than or equal to the region average of 5.03 percent. “High in-poverty” refers to census block groups that have a concentration of low-income persons that is greater than or equal to the region average of 12.14 percent.

The projects were categorized by their potential to impact minority and low-income populations. Knowing a project's impact type clarifies the implications of its location near these populations. Some projects may deliver region-wide benefits in terms of improved mobility and accessibility but have localized adverse effects that may be borne by minority and low-income populations in proximity to the project.

Figure 21 and Figure 22 detail the estimated total cost of each project type, the percentage of the total cost, and the total per-capita cost.

Figure 17: Minority Intervals and Estimated Cost by Project Type

Percent Minority by Block Group Intervals		Interval1	Interval2	Interval3	Interval4	Interval5	TOTAL
Population Shared by Interval	Total Population	46,355	59,349	52,588	10,358	3,334	171,984
	Share of Total Population	27%	35%	31%	6%	2%	
	Minority Population	637	2,147	3,652	1,368	839	8,643
	Share of Minority Population	7%	25%	42%	16%	10%	
All Bridge Projects	Amount of Estimated Funding	\$ 66,194,365	\$ 66,674,363	\$ 68,072,602	\$ 25,676,367	\$ 4,312,600	\$ 230,930,298
<i>Bridge Preservation - Federal, Bridge Preservation - State, Bridge Replacement, and Bridge Restoration, Bridge Removal</i>	Percentage of Funding	28.7%	28.9%	29.5%	11.1%	1.9%	
All Highway Projects	Amount of Estimated Funding	\$ 32,123,782	\$ 65,185,729	\$ 39,102,757	\$ 5,793,690	\$ -	\$ 142,205,959

Percent Minority by Block Group Intervals		Interval1	Interval2	Interval3	Interval4	Interval5	TOTAL
<i>Highway Restoration, Highway Reconstruction, Interstate Maintenance Program</i>	Percentage of Funding	22.6%	45.8%	27.5%	4.1%	0.0%	
All Maintenance Projects	Amount of Estimated Funding	\$ 4,569,727	\$ 8,657,896	\$ 10,657,354	\$ 100,024	\$ -	\$ 23,985,000
<i>409 Expanded Maintenance, General Maintenance</i>	Percentage of Funding	19.1%	36.1%	44.4%	0.4%	0.0%	
All Safety Projects	Amount of Estimated Funding	\$ 2,739,434	\$ 9,545,583	\$ 2,862,411	\$ -	\$ -	\$ 15,147,428
<i>Rail Highway Grade Crossing, Safety Improvement</i>	Percentage of Funding	18.1%	63.0%	18.9%	0.0%	0.0%	
All Projects	Amount of Estimated Funding	\$ 105,627,307	\$ 150,063,571	\$ 120,695,123	\$ 31,570,081	\$ 4,312,600	\$ 412,268,684
	Percentage of Funding	25.6%	36.4%	29.3%	7.7%	1.0%	

Percent Minority by Block Group Intervals		Interval1	Interval2	Interval3	Interval4	Interval5	TOTAL
	Per-Capita Funding	\$ 2,279	\$ 2,528	\$ 2,295	\$ 3,048	\$ 1,294	\$ 11,444

Figure 18: Low-Income Intervals and Estimated Cost by Project Type

Percent Low-Income by Block Group Intervals		Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
Population Shared by Interval	Total Population	22,976	78,133	57,399	10,571	0	169,079
	Share of Total Population	14%	46%	34%	6%	0%	
	Low-Income Population	637	2147	3652	1368	0	7,804
	Share of Low-Income Population	8%	28%	47%	18%	0%	
All Bridge Projects	Amount of Estimated Funding	\$ 27,405,565	\$ 122,849,157	\$ 69,745,938	\$ 10,929,637	\$ 0	\$ 230,930,298
<i>Bridge Preservation - Federal, Bridge Preservation - State, Bridge Replacement, and Bridge Restoration, Bridge Removal</i>	Percentage of Funding	11.9%	53.2%	30.2%	4.7%	0.0%	

Percent Low-Income by Block Group Intervals		Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
All Highway Projects	Amount of Estimated Funding	\$ 34,449,524	\$ 53,832,430	\$ 46,189,455	\$ 7,734,550	\$ 0	\$ 142,205,959
<i>Highway Restoration, Highway Reconstruction, Interstate Maintenance Program</i>	Percentage of Funding	24.2%	37.9%	32.5%	5.4%	0.0%	
All Maintenance Projects	Amount of Estimated Funding	\$ 3,807,093	\$ 6,719,686	\$ 12,948,362	\$ 509,859	\$ 0	\$ 23,985,000
<i>409 Expanded Maintenance, General Maintenance</i>	Percentage of Funding	15.9%	28.0%	54.0%	2.1%	0.0%	
All Safety Projects	Amount of Estimated Funding	\$ 1,248,292	\$ 6,896,026	\$ 6,414,678	\$ 588,432	\$ 0	\$ 15,147,428
<i>Rail Highway Grade Crossing, Safety Improvement</i>	Percentage of Funding	8.2%	45.5%	42.3%	3.9%	0.0%	
All Projects	Amount of Estimated Funding	\$ 66,910,475	\$ 190,297,299	\$ 135,298,432	\$ 19,762,478	\$ 0	\$ 412,268,684

Percent Low-Income by Block Group Intervals		Interval 1	Interval 2	Interval 3	Interval 4	Interval 5	TOTAL
	Percentage of Funding	16.2%	46.2%	32.8%	4.8%	0.0%	
	Per-Capita Funding	\$ 2,912	\$ 2,436	\$ 2,357	\$ 1,869	\$ 0	\$ 9,574

Figure 19: Types of Impacts on Low-Income and Minority Populations

High potential for adverse impacts (High)	These may include major capital/capacity-adding or new right-of-way projects
Lower potential for adverse impacts/potentially beneficial (Medium)	These may include roadway and bridge maintenance projects
Low potential for adverse impact/inherently beneficial (Low)	These may include transit, bike-ped, safety, or studies

Figure 20: Impacts from the Draft 2025 TIP on Low-Income and Minority Populations – Based on Minority 5.03% and Low-Income 12.14% Region Averages

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
5112	Redington Ave ov W Branch	Interval4	Interval3	Bridge Replacement	Medium
5129	S Railroad Street Bridge	Interval4	Interval3	Bridge Replacement	Medium
5137	SR 4027 over South Creek	Interval1	Interval3	Bridge Restoration	Medium
5138	SR 4027 over Buck Creek	Interval2	Interval1	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
5166	T-821 over Beckwith Creek	Interval2	Interval3	Bridge Removal	High
5223	Prospect Street over Fall	Interval4	Interval3	Bridge Restoration	Medium
6936	T-416 over Porter Creek	Interval4	Interval3	Bridge Replacement	Medium
6957	T-460 over Lick Creek	Interval1	Interval2	Bridge Replacement	Medium
7006	SR 87 over Dry Run	Interval4	Interval3	Bridge Restoration	Medium
7007	SR 87 over Slab Run	Interval4	Interval3	Bridge Restoration	Medium
7030	Lycoming Co to Sonestown	Interval3	Interval2	Highway Restoration	Medium
7290	T-894 ovr Bailey Crk	Interval3	Interval2	Bridge Replacement	Medium
7371	SR 3007 ovr Tb Stoney Frk	Interval1	Interval2	Bridge Replacement	Medium
9546	Johnston Street over Salt	Interval3	Interval4	Bridge Replacement	Medium
9631	SR 1007 over South Branch	Interval1	Interval3	Bridge Replacement	Medium
9643	SR 2036 over Rock Hill Cr	Interval2	Interval2	Bridge Replacement	Medium
9654	SR 2096 over Horton Creek	Interval2	Interval2	Bridge Replacement	Medium
9668	SR 706 over Branch Wyalus	Interval4	Interval2	Bridge Replacement	Medium
9698	SR 29 over Branch of Wyal	Interval3	Interval1	Bridge Replacement	Medium
9699	SR 11 over East Branch Ma	Interval2	Interval2	Bridge Replacement	Medium
9701	SR 29 over Tributary Snak	Interval1	Interval1	Bridge Preservation - State Funded	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
9704	SR 92 over Hillborn Creek	Interval1	Interval3	Bridge Replacement	Medium
9709	SR 367 over Branch Tuscar	Interval4	Interval1	Bridge Replacement	Medium
9720	SR 706 over East Branch o	Interval4	Interval2	Bridge Replacement	Medium
9723	SR 492 over Little Butler	Interval2	Interval2	Bridge Replacement	Medium
9742	SR 3017 over Thomas Creek	Interval1	Interval2	Bridge Restoration	Medium
10137	SR 1015 over Field Brook	Interval3	Interval2	Bridge Replacement	Medium
10138	SR 2012 over Tunkhannock	Interval3	Interval2	Bridge Replacement	Medium
10139	SR 267 over Meshoppen Cre	Interval3	Interval3	Bridge Restoration	Medium
10162	SR 3003 over Sugar Hollow	Interval1	Interval2	Bridge Replacement	Medium
10181	SR 92 over Field Brook	Interval3	Interval2	Bridge Replacement	Medium
10222	SR 6 over Branch of Tunkh	Interval3	Interval2	Bridge Replacement	Medium
10223	SR 6 over South Branch of	Interval3	Interval2	Bridge Restoration	Medium
10228	SR 92 over Fitch Creek	Interval2	Interval3	Bridge Replacement	Medium
10232	SR 307 over Branch Osterh	Interval3	Interval1	Bridge Replacement	Medium
47034	SR 171 over Canawacta Cre	Interval1	Interval3	Bridge Replacement	Medium
67525	SR 706 over East Branch W	Interval4	Interval2	Bridge Replacement	Medium
67546	SR 4014 over Branch of Ap	Interval1	Interval2	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
67548	SR 3004 over Tributary to	Interval4	Interval2	Bridge Replacement	Medium
67550	SR 11 over Tributary Salt	Interval3	Interval1	Bridge Replacement	Medium
67560	SR 4008 over Silver Creek	Interval1	Interval1	Bridge Replacement	Medium
67565	SR 1022 over Tributary Du	Interval3	Interval2	Bridge Replacement	Medium
67743	T-346 over Kings Creek	Interval1	Interval2	Bridge Replacement	Medium
67746	T-420 over Elk Creek	Interval1	Interval2	Bridge Replacement	Medium
68808	SR 2001 over South Run Cr	Interval2	Interval3	Bridge Replacement	Medium
68841	SR 2018 over Leonard Cree	Interval2	Interval3	Bridge Replacement	Medium
68874	SR 3002 over Stone Run	Interval1	Interval3	Bridge Replacement	Medium
68926	SR 106 over Round Pond Cr	Interval1	Interval3	Bridge Restoration	Medium
68936	SR 167 over Martins Creek	Interval2	Interval2	Bridge Replacement	Medium
68940	SR 171 over Lackawanna Ri	Interval2	Interval2	Bridge Restoration	Medium
69008	SR 1017 over Tributary to	Interval1	Interval3	Bridge Restoration	Medium
69012	SR 2008 over Dundaff Cree	Interval2	Interval2	Bridge Restoration	Medium
69016	SR 2016 over Tributary E.	Interval1	Interval3	Bridge Replacement	Medium
69020	SR 2017 over Norfolk Sout	Interval2	Interval2	Bridge Replacement	Medium
69023	SR 2036 over Overflow Cha	Interval2	Interval2	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
74024	SR3002 over Ladds Creek	Interval2	Interval3	Bridge Replacement	Medium
75976	I-81 Exit 219	Interval2	Interval2	Interstate Maintenance Program	Medium
76157	SR4022 ov Chemung River	Interval3	Interval4	Bridge Restoration	Medium
78773	SR 1055 Over Parks Creek	Interval3	Interval2	Bridge Restoration	Medium
78776	SR2007 ov Sugar Run	Interval2	Interval3	Bridge Restoration	Medium
78786	SR3001ovTowandaCreek	Interval1	Interval3	Bridge Restoration	Medium
78797	SR 4016 Over South Creek	Interval3	Interval3	Bridge Restoration	Medium
78938	SR87 ov Ogdonia Creek	Interval4	Interval3	Bridge Replacement	Medium
79569	SR 3001 over Carter Creek	Interval4	Interval1	Bridge Replacement	Medium
79570	SR 3004 over Riley Creek	Interval4	Interval2	Bridge Replacement	Medium
79574	SR 1037 over Tributary to	Interval3	Interval2	Bridge Restoration	Medium
79578	SR 3023 over Hortons Cree	Interval2	Interval2	Bridge Restoration	Medium
85720	SR 1018 over Tributary D	Interval1	Interval1	Bridge Replacement	Medium
85729	SR 92 over Tributary Tunk	Interval2	Interval2	Bridge Replacement	Medium
85731	SR 2043 over Millard Cree	Interval1	Interval2	Bridge Restoration	Medium
85773	SR 87 over Little Mehoopa	Interval2	Interval2	Bridge Restoration	Medium
86917	SR 2005 to Welcome Cntr	Interval3	Interval2	Highway Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
88915	SR 14 over Tannery Creek	Interval1	Interval3	Bridge Replacement	Medium
89698	SR 1018 over Snake Creek	Interval1	Interval1	Bridge Replacement	Medium
89699	SR 2067 over Tunkhannock	Interval2	Interval2	Bridge Replacement	Medium
89705	SR 171 over Denton Creek	Interval3	Interval2	Bridge Replacement	Medium
89710	SR 11 over Tributary to S	Interval3	Interval2	Bridge Restoration	Medium
89711	SR 2046 over West Branch	Interval2	Interval3	Bridge Replacement	Medium
89906	SR 4015 ov Tb Sugar Creek	Interval1	Interval2	Bridge Replacement	Medium
89908	SR 2022 over Branch Mart	Interval2	Interval2	Bridge Replacement	Medium
94631	SR 14 over Tb South Creek	Interval1	Interval3	Bridge Replacement	Medium
94741	SR 11 Shoulder / ELRS.	Interval2	Interval2	Safety Improvement	High
96207	SR 2067 over Bell Creek	Interval2	Interval2	Bridge Replacement	Medium
96728	SR 11 over Tannery Street	Interval2	Interval2	Bridge Replacement	Medium
96730	SR 706 over Branch Wyalus	Interval4	Interval2	Bridge Replacement	Medium
96732	SR 1018 over Norfolk Sout	Interval1	Interval2	Bridge Replacement	Medium
96733	SR 167 over Hop Bottom Cr	Interval2	Interval2	Bridge Restoration	Medium
96735	SR 3029 over Forest Lake	Interval3	Interval3	Bridge Replacement	Medium
96746	SR 2021 over Beaver Creek	Interval2	Interval2	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
96747	SR 4006 over Little Tusca	Interval4	Interval2	Bridge Replacement	Medium
96750	SR 2007 over Tributary to	Interval1	Interval2	Bridge Replacement	Medium
96756	SR 2031 over Outlet Lake	Interval2	Interval2	Bridge Replacement	Medium
96757	SR 4002 over Little Mehoo	Interval2	Interval2	Bridge Replacement	Medium
97598	PA 14 over South Creek	Interval1	Interval3	Bridge Restoration	Medium
97621	SR 187 ov Tr Wysox Cr	Interval2	Interval2	Bridge Replacement	Medium
97628	SR 187 over Parks Creek	Interval3	Interval2	Bridge Replacement	Medium
97640	SR1067ovTribSatterlee Cr	Interval2	Interval2	Bridge Restoration	Medium
97644	SR4027 ov Bucks Cr	Interval2	Interval1	Bridge Replacement	Medium
97677	SR1001 ov Lambs Creek	Interval3	Interval3	Bridge Restoration	Medium
97678	SR1005 ov Mill Creek	Interval3	Interval2	Bridge Restoration	Medium
97680	SR2017 ov Tioga River	Interval3	Interval3	Bridge Restoration	Medium
97684	SR4007 ov N Brook	Interval2	Interval2	Bridge Replacement	Medium
97689	T-385 ov Stoney Fork Cr	Interval2	Interval2	Bridge Replacement	Medium
98478	SR2022 Ov Tb to Corey Crk	Interval2	Interval1	Bridge Restoration	Medium
98514	SR2027 ov Canoe Camp Crk	Interval2	Interval3	Bridge Restoration	Medium
98534	SR1021 ov Rummerfield Crk	Interval2	Interval3	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
99063	SR1049ovRusselRun	Interval3	Interval2	Bridge Restoration	Medium
99072	SR3017ovNBrTowandaCrk	Interval1	Interval3	Bridge Restoration	Medium
99076	SR4022 ov US220	Interval3	Interval4	Bridge Restoration	Medium
99107	US6ovTb N Elk Run	Interval3	Interval3	Bridge Replacement	Medium
99114	SR 87 to Marsh Crk	Interval1	Interval3	Highway Restoration	Medium
99142	SR1043ovSpauldingsCreek	Interval3	Interval3	Bridge Restoration	Medium
99159	LycoCotoLoyalsockCrk	Interval4	Interval3	Highway Restoration	Medium
99173	SR15 to SR2005	Interval2	Interval3	Highway Restoration	Medium
99275	SR220 over Marsh Creek	Interval1	Interval3	Bridge Replacement	Medium
99278	SR187 over Wysox Creek	Interval3	Interval2	Bridge Replacement	Medium
99358	SR1040ovPrinceHollowRun	Interval3	Interval2	Bridge Restoration	Medium
99360	SR1058ovSackett Run	Interval2	Interval2	Bridge Replacement	Medium
99368	SR2011 ov Blockhouse Crk	Interval2	Interval3	Bridge Replacement	Medium
99369	SR2022 ov Howland Crk	Interval2	Interval2	Bridge Replacement	Medium
99370	SR3007ovWBrStoneyFork	Interval1	Interval2	Bridge Replacement	Medium
99382	Shanerburg Rd to SR 3009	Interval2	Interval2	Highway Restoration	Medium
99394	Lycoming Co to Creamery S	Interval2	Interval3	Highway Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
99413	SR3023ovHeiseRun #2	Interval3	Interval2	Bridge Restoration	Medium
99414	SR3023ovHeiseRun	Interval3	Interval2	Bridge Restoration	Medium
99415	SR4001 ov Potter Brook	Interval1	Interval2	Bridge Replacement	Medium
99416	SR4027ovBrCummingsCrk	Interval1	Interval2	Bridge Replacement	Medium
99422	SR220 to Muncy Valley Roa	Interval3	Interval2	Highway Restoration	Medium
99426	Old Mainesburg Rd to Stra	Interval4	Interval3	Highway Restoration	Medium
100452	SR 4002 over Snake Creek	Interval3	Interval2	Bridge Restoration	Medium
100596	SR 1049 over Branch of Sn	Interval1	Interval1	Bridge Replacement	Medium
101043	SR 171 over High Bridge C	Interval3	Interval2	Bridge Restoration	Medium
101100	SR6 AND SR 187 Intersecti	Interval2	Interval3	Safety Improvement	Medium
101109	SR199 to NY State Line SB	Interval4	Interval4	General Maintenance	Medium
101146	SR 3001 over Kasson Brook	Interval2	Interval2	Bridge Restoration	Medium
101154	SR 11 over Branch of Tunk	Interval3	Interval2	Bridge Replacement	Medium
101278	SR349 Sabinsville Slide	Interval1	Interval2	Highway Reconstruction	Low
101335	Welcome Center to Tioga R	Interval3	Interval2	Highway Restoration	Medium
102684	Canoe Camp Slide	Interval2	Interval3	Highway Restoration	Low
102862	T-762 ov Seeley Creek #38	Interval2	Interval3	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
102938	SR 42 to Loyalsock Cr	Interval1	Interval1	Highway Restoration	Medium
103156	Grover Rd to South Ave	Interval3	Interval3	Highway Restoration	Medium
106235	SR414 ov W Mill Creek	Interval1	Interval3	Bridge Replacement	Medium
106236	SR4021 ov Cowanesque Rive	Interval3	Interval3	Bridge Replacement	Medium
106243	US6 ov Tioga River	Interval3	Interval4	Bridge Preservation - Federal	Medium
108985	SR 2005 Two-Way Left Turn	Interval3	Interval3	Safety Improvement	Medium
109757	SR 4010 Hillsgrove Post F	Interval4	Interval3	Bridge Restoration	Medium
109879	SR 267 over Branch Little	Interval4	Interval2	Bridge Replacement	Medium
109880	SR 706 over Snell Creek	Interval4	Interval2	Bridge Replacement	Medium
109882	SR 2023 over Outlet Lewis	Interval3	Interval3	Bridge Replacement	Medium
110161	SR 1029 over Pond Hill Ru	Interval2	Interval1	Bridge Replacement	Medium
110166	SR 87 over Little Loyalso	Interval1	Interval2	Bridge Restoration	Medium
110235	SR 4005 over Fall Run	Interval4	Interval3	Bridge Replacement	Medium
110236	SR4027 over Cummings Cree	Interval1	Interval2	Bridge Replacement	Medium
110238	SR 1012 over Trib to Cold	Interval2	Interval2	Bridge Replacement	Medium
110240	SR4020 over Lick Creek	Interval1	Interval2	Bridge Replacement	Medium
110241	SR 1029 over Bullards Cre	Interval2	Interval2	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
110243	SR1006 over Trib to Birch	Interval2	Interval3	Bridge Replacement	Medium
110251	SR 2003 over Bloody Run	Interval3	Interval2	Bridge Restoration	Medium
110259	SR1002 over Branch of Lit	Interval2	Interval3	Bridge Replacement	Medium
110264	SR 1049 over Branch of Pe	Interval3	Interval2	Bridge Restoration	Medium
110267	SR 1001 over Loyalsock Cr	Interval5	Interval4	Bridge Replacement	Medium
110275	SR 1002 over Trib to Pige	Interval5	Interval4	Bridge Replacement	Medium
110404	Allegheny Ave to Lakewood	Interval2	Interval2	Highway Restoration	Medium
110405	SR6 from SR2018 to SR660	Interval2	Interval1	Highway Restoration	Medium
110406	SR6 from Tracey Rd to Rum	Interval2	Interval3	Highway Restoration	Low
110435	T-410 over N Branch of Me	Interval5	Interval4	Bridge Replacement	Medium
110441	SR87 over Loyalsock Creek	Interval1	Interval2	Bridge Replacement	Medium
110442	SR87 over Little Loyalsoc	Interval1	Interval2	Bridge Restoration	Medium
111778	SR 29 and Keelersburg Roa	Interval1	Interval2	Safety Improvement	Medium
112539	SR 2046 over Tunkhannock	Interval2	Interval2	Bridge Restoration	Medium
112732	SR 4024 Slide Repair	Interval1	Interval3	Highway Restoration	Low
112737	SR 11, SR 492, SR 848 Int	Interval3	Interval4	Safety Improvement	Medium
113545	SR 4002 to SR 154	Interval4	Interval3	Highway Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
113806	Sebring to SR 2005	Interval2	Interval3	General Maintenance	Low
113850	SR 87 over Branch Mehoopa	Interval2	Interval2	Bridge Replacement	Medium
114014	SR 15 SB Mansfield to Tio	Interval3	Interval4	Highway Restoration	Medium
114016	West of SR 3011 to Wonder	Interval3	Interval3	Highway Restoration	Medium
114017	Burlington to East of SR	Interval3	Interval3	Highway Restoration	Medium
114018	Wyalusing to Lattimore Ro	Interval2	Interval3	Highway Restoration	Medium
114019	SR 4019 to SR 3033	Interval3	Interval3	Highway Restoration	Medium
114020	E of Mainesburg to Bradfo	Interval2	Interval1	Highway Restoration	Medium
114021	Susquehanna River to Lani	Interval2	Interval1	Highway Restoration	Medium
114022	SR 15 to East of Schodac	Interval3	Interval3	Highway Restoration	Medium
114023	SR 6 to South of SR 1038	Interval3	Interval4	Highway Restoration	Medium
114025	Colton Road to Shippen Tw	Interval3	Interval2	General Maintenance	Medium
114053	SR 154 over Shanerburg Ru	Interval2	Interval2	Bridge Replacement	Medium
114055	SR 154 over Elk Creek	Interval1	Interval2	Bridge Replacement	Medium
114079	Susquehanna County Paving	Interval4	Interval4	Highway Restoration	Medium
114094	T-526 over Wilson Creek	Interval2	Interval2	Bridge Replacement	Medium
114098	T-377 over Sugar Run	Interval2	Interval3	Bridge Replacement	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
114100	T-533 over Tributary to M	Interval3	Interval2	Bridge Replacement	Medium
114168	SR 1056 over Trib Wappase	Interval3	Interval2	Bridge Replacement	Medium
114169	SR 4031 over Wolfe Creek	Interval3	Interval3	Bridge Replacement	Medium
114170	SR4002 over Trib Catlin H	Interval2	Interval1	Bridge Replacement	Medium
114178	SR154 over Beech Flats Cr	Interval3	Interval2	Bridge Replacement	Medium
114180	SR1062 over Cayuta Crk an	Interval5	Interval4	Bridge Replacement	Medium
114183	SR3008 over Tributary to	Interval3	Interval3	Bridge Replacement	Medium
114190	SR 3008 over Trib Towanda	Interval1	Interval3	Bridge Replacement	Medium
114191	SR 2019 over Tributary to	Interval1	Interval3	Bridge Replacement	Medium
114192	SR1040 over Branch Prince	Interval3	Interval2	Bridge Replacement	Medium
114911	I-81 Guiderail/Cable Medi	Interval2	Interval3	Safety Improvement	Medium
115158	SR 15 Drainage (Mahosky C	Interval3	Interval3	Highway Restoration	Low
115243	Sullivan Co to Stevenson	Interval2	Interval3	Highway Restoration	Medium
115282	Bradford SR 1033 Slide Re	Interval2	Interval1	Highway Restoration	Medium
115287	Bradford SR 3015 Slide Re	Interval1	Interval3	Highway Restoration	Medium
115358	Morgan Ave to SR 42	Interval2	Interval2	Highway Restoration	Low
115637	Cty #13 Cons Road (T-348)	Interval1	Interval3	Bridge Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
115979	South Branch Village to S	Interval1	Interval2	Highway Restoration	Medium
115986	SR 220 to Big Run	Interval3	Interval2	General Maintenance	Medium
115987	SR 87 to Mill St	Interval2	Interval3	General Maintenance	Medium
115988	SR 220 to Dutch Mtn Rd	Interval1	Interval3	General Maintenance	Medium
115993	Ladd Rd to SR 49 Resurfac	Interval2	Interval4	Highway Restoration	Medium
115995	Edkin Hill Rd to Alleghen	Interval2	Interval2	Highway Restoration	Medium
116129	US220 over Birch Creek 2	Interval1	Interval1	Bridge Restoration	Low
116158	1 mile N of Georges Rd to	Interval2	Interval2	General Maintenance	Medium
116504	Mill Street over Sugar Cr	Interval3	Interval3	Bridge Removal	High
116505	Tioga River to Swan Stree	Interval4	Interval4	Highway Restoration	Medium
116507	SR15 Ramp to S Mansfield	Interval4	Interval4	Highway Restoration	Medium
116524	T-799 over Gaylord Creek	Interval2	Interval3	Bridge Restoration	Medium
116533	T-321 over Murray Creek R	Interval3	Interval3	Bridge Restoration	Medium
116535	T-348 over Millstone Cree	Interval1	Interval3	Bridge Restoration	Medium
116556	T-372 over South Branch M	Interval1	Interval3	Bridge Restoration	Medium
116705	SR 11 over Branch of Mart	Interval2	Interval2	Bridge Restoration	Medium
116706	SR 11 over Tributary to S	Interval1	Interval2	Bridge Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
116707	SR 11 over Norfolk Southe	Interval3	Interval2	Bridge Restoration	Medium
116708	SR 92 over Drinkers Creek	Interval2	Interval3	Bridge Restoration	Medium
116709	SR 92 over Branch of Drin	Interval1	Interval3	Bridge Restoration	Medium
116710	SR 167 over East Branch o	Interval2	Interval1	Bridge Restoration	Medium
116711	SR 492 over Branch of But	Interval2	Interval2	Bridge Restoration	Medium
116712	SR 1002 over Tunkhannock	Interval2	Interval2	Bridge Restoration	Medium
116713	SR 1010 over Bedbug Creek	Interval1	Interval3	Bridge Restoration	Medium
116714	SR 1011 over East Branch	Interval1	Interval3	Bridge Restoration	Medium
116715	SR 2020 over Tower Creek	Interval1	Interval2	Bridge Restoration	Medium
116716	SR 2020 over Outlet of Ac	Interval1	Interval2	Bridge Restoration	Medium
116717	SR 2053 over Johnson Pond	Interval1	Interval2	Bridge Restoration	Medium
116718	SR 2063 over Branch of Le	Interval2	Interval2	Bridge Restoration	Medium
116719	SR 3050 over Elk Lake Str	Interval4	Interval2	Bridge Restoration	Medium
116721	SR 92 over Tributary to S	Interval3	Interval1	Bridge Restoration	Medium
116722	SR 2008 over Outlet from	Interval2	Interval3	Bridge Restoration	Medium
116723	SR 3001 over Mehoopany Cr	Interval2	Interval2	Bridge Restoration	Medium
116724	SR 4027 over West Branch	Interval3	Interval3	Bridge Restoration	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
116732	SR 4005 over McCormick Ru	Interval3	Interval3	Bridge Restoration	Medium
117163	SR 6 to Tioga River Trib	Interval3	Interval4	General Maintenance	Low
117166	Ramp I (SR8007) to SR 200	Interval2	Interval3	General Maintenance	Low
117168	Ramp H to Liberty Boro li	Interval2	Interval3	General Maintenance	Medium
117170	SR 2005 to Covington Twp	Interval3	Interval3	General Maintenance	Low
117173	Lycoming Co to Ramp I (SR	Interval2	Interval3	Highway Restoration	Low
117175	Tioga River to SR 6	Interval3	Interval4	Highway Restoration	Low
117188	P3 Pipe Replacement	Interval2	Interval3	Highway Restoration	Medium
117191	Old Kennedy Rd to South C	Interval3	Interval3	Highway Restoration	Medium
117193	Glen Valley Rd to Miller	Interval3	Interval1	General Maintenance	Medium
117194	Little Wysox Cr to SR 187	Interval2	Interval1	Highway Restoration	Low
117195	Tioga Co to Sullivan St	Interval3	Interval3	Highway Restoration	Medium
117198	Bowling Alley Rd to Sterl	Interval1	Interval3	409 Expanded Maintenance	Medium
117201	Tomahawk Rd to Murray Cr	Interval3	Interval3	General Maintenance	Low
117249	SR 220 Pipe Replacement	Interval3	Interval1	Bridge Replacement	Medium
117267	SR 29 over Trib Meshoppen	Interval3	Interval2	Bridge Preservation - State Funded	Medium

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
117304	SR 4024 over Cummings Cre	Interval1	Interval2	Bridge Replacement	Medium
117443	SR 3008 over Trib Towanda	Interval1	Interval3	Bridge Replacement	Medium
117446	SR 3019 over Tributary No	Interval1	Interval2	Bridge Replacement	Medium
117458	SR 3030 over Tributary to	Interval2	Interval2	Bridge Replacement	Medium
117477	SR 4013 over West Branch	Interval1	Interval3	Bridge Replacement	Medium
117507	Tioga Bridge Painting	Interval2	Interval2	Bridge Preservation - State Funded	Low
117581	SR187 near Wyoming County	Interval3	Interval2	Highway Restoration	Low
117832	SR1007 near Reynolds Road	Interval3	Interval2	Bridge Replacement	Medium
118016	Bridge Improvement LIne I	Interval3	Interval3	Study Phase of Project	Medium
118051	SR 3027 over UNT Alba Cre	Interval2	Interval2	Bridge Replacement	Medium
118120	SR 374 over Outlet of Low	Interval3	Interval3	Bridge Replacement	Medium
118218	Susq County NYSW Corridor	Interval3	Interval4	Rail Highway Grade Crossing	Medium
118342	SR 362 Shippen Twp Slide	Interval1	Interval2	Highway Restoration	Medium
118371	SR6 East of Wyalusing	Interval1	Interval3	Highway Restoration	Medium
119590	SR 6 to Welcome Center NB	Interval3	Interval4	General Maintenance	Low
119591	Tioga River to SR 49 NB A	Interval3	Interval3	General Maintenance	Low

MPMS	Project Title	Minority Interval	Low-Income Interval	Project Type	Impact
119606	SR 2073 Pipe Replacement	Interval2	Interval2	409 Expanded Maintenance	Medium
120010	Barber Hollow Road Bridge	Interval3	Interval2	Bridge Replacement	Medium
120683	SR 1039 to Means St	Interval3	Interval4	Highway Restoration	Medium
120685	Cole St to SR 4022	Interval3	Interval4	Highway Restoration	Medium
120686	SR 4022 Ramps to SR 1069	Interval3	Interval4	Highway Restoration	Medium
120896	Old Mills Rd to State St	Interval3	Interval3	Highway Restoration	Low
120935	Yanuzzi Dr Intersection N	Interval2	Interval1	Highway Restoration	Medium
120936	Shiner Rd to SR 6	Interval2	Interval1	Highway Restoration	Medium
120937	SR 6 to SR 706	Interval1	Interval3	Highway Restoration	Medium
121025	T-374 over Jemison Creek	Interval2	Interval3	Bridge Replacement	Medium
121034	Athens Township Bridge	Interval3	Interval1	Bridge Replacement	Medium
121043	NTIER Bridge Lighting	Interval3	Interval4	Bridge Restoration	Low

Figure 21: Concentration of Minority and Draft 2025-2028 Transportation Improvement Program

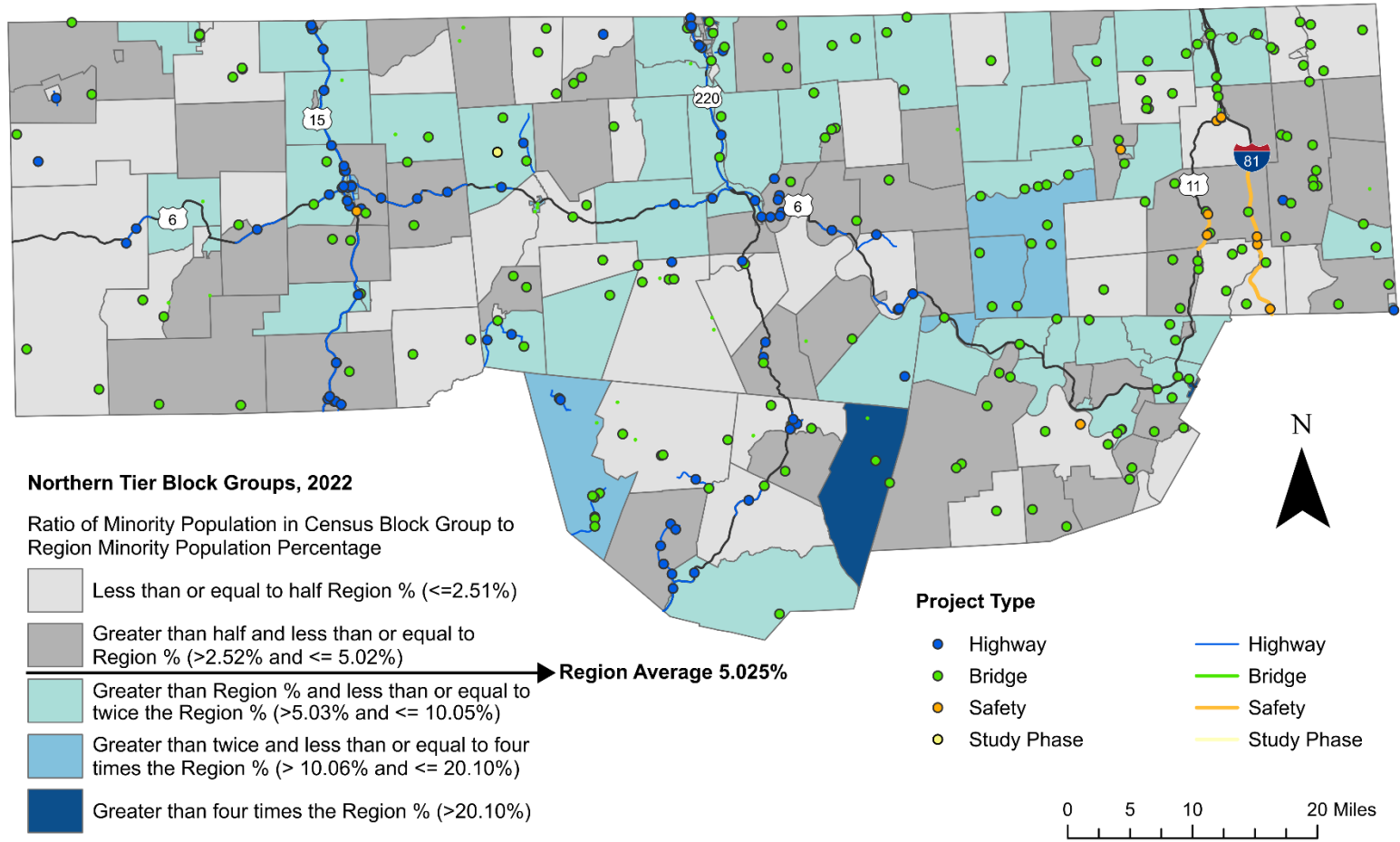
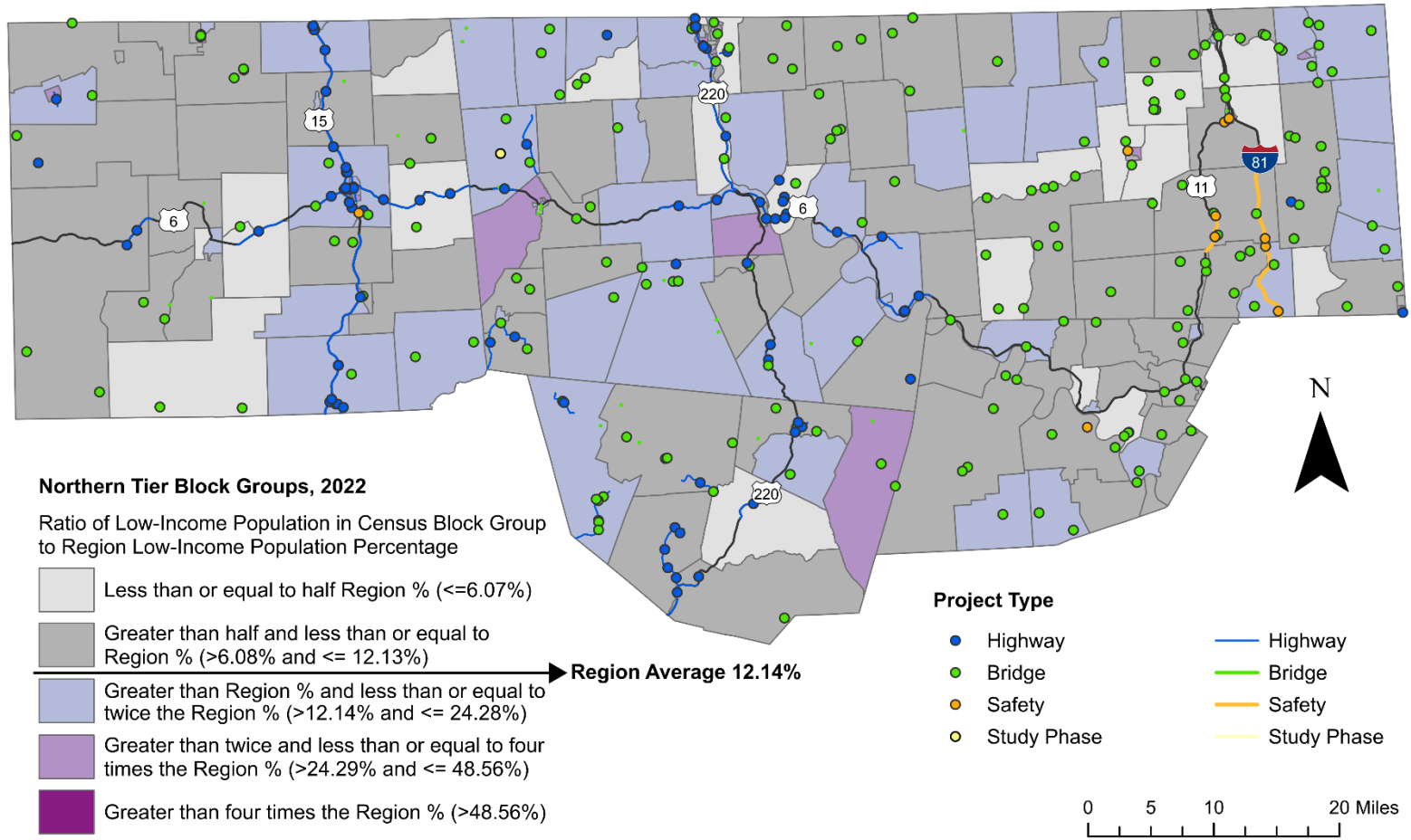


Figure 22: Concentration of Low-Income and Draft 2025-2028 Transportation Improvement Program



Conclusions

Based on the qualitative analysis, most projects will not require significant right-of-way acquisition, require the displacement of people, or cause burdens on the mobility, access, or environmental health of any community or population group. This is because most of the Highway and Bridge TIP is programmed to maintain the existing transportation system.

Most of the projects in the bridge and pavement categories of are believed to have some potential adverse or beneficial impact (Medium impact) on minority or low-income populations. More evaluation is required at the project level. This is being done through the PennDOT Connects process.

Finally, some projects were labeled low impact. Minor resurfacing projects and studies have little potential to have adverse impacts. Overall, the Draft 2025-2028 Northern Tier RPO Transportation Improvement Program will not exacerbate any of the existing conditions or place undue burden on any population group.

Appendix F: Public Participation Plan



northern tier
regional planning &
development
commission



PUBLIC PARTICIPATION PLAN

February 2025

Final

Northern Tier Rural Planning Organization
312 Main Street
Towanda, PA 18848





NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Northern Tier Regional Planning and Development Commission Alliance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Northern Tier Regional Planning and Development Commission does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Northern Tier Regional Planning and Development Commission will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Northern Tier Regional Planning and Development Commission's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Northern Tier Regional Planning and Development Commission will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Northern Tier Regional Planning and Development Commission offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Northern Tier Regional Planning and Development Commission, should contact Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Northern Tier Regional Planning and Development Commission to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Northern Tier Regional Planning and Development Commission is not accessible to persons with disabilities should be directed to Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org.

The Northern Tier Regional Planning and Development Commission will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**NORTHERN TIER RURAL PLANNING ORGANIZATION (NORTHERN TIER RPO)
NOTIFICATION OF PROTECTIONS TO THE PUBLIC OF RIGHTS UNDER TITLE VI AND OTHER NON-
DISCRIMINATION REGULATIONS WITH INSTRUCTIONS ON HOW TO FILE A COMPLAINT**

It is the policy of the Northern Tier RPO to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, low income, national origin, or Limited English Proficiency, be excluded from participation in, be denied benefits of, or be subjected to discrimination under its programs and planning activities, as provided by civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. This includes Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

Any person who believes they – or with a specific class of persons – have been aggrieved by any unlawful discriminatory practice may file a complaint. All complaints received are documented and investigated by the appropriate agency.

For more information about the Northern Tier RPO's civil rights program and the procedures to file a complaint, or to get information in another language, please contact:

Title VI Compliance Officer/ADA Coordinator

Attn: Bonnie Warner

Northern Tier Regional Planning and Development Commission

312 Main Street

Towanda, PA 18848

570-265-1513

warner@northerntier.org

Once a complaint is submitted, an acknowledgement of receipt will be provided to the individual submitting the complaint in writing within 15 calendar days. The complaint will then be forwarded to the Pennsylvania Department of Transportation (PennDOT) and the appropriate federal agency for further review and investigation. Complaints and/or allegations received in alternative formats, such as by phone, will be transcribed and provided to the complainant for review and signature.

Alternatively, complaints may be filed with PennDOT, the Federal Highway Administration's Pennsylvania Division Office, the Federal Highway Administration's Headquarters Office of Civil Rights, the Federal Transit Administration, the United States Department of Transportation, the US Department of Justice, or the Northern Tier Regional Planning and Development Commission (staff agency for the Northern Tier RPO).

ATTENTION If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Language Taglines

English

ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

Spanish

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Polish

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer (570) 265-9103.

Vietnamese

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi (570) 265-9103.

Korean

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. (570) 265-9103 으로 전화하십시오.

French

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le (570) 265-9103. »

Somali

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac (570) 265-9103.

Russian

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: (570) 265-9103.

Ukrainian

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: (570) 265-9103.

Simplified Chinese

请注意：如果您说英语以外的另一种语言，我们可以为您提供语言帮助服务。请致电 (570) 265-9103。

Traditional Chinese

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電 (570) 265-9103

Arabic

تنبيه: إذا كنت تتحدث لغة أخرى غير اللغة الإنجليزية، يمكننا توفير خدمات المساعدة اللغوية لك. اتصل بالرقم 570 265 9103

Burmese

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1(570) 265-9103 သို့ ခေါ်ဆိုပါ။

Japanese

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。
電話 (570) 265-9103

Italian

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama (570) 265-9103.

Nepali

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। (570) 265-9103 मा फोन गर्नुहोस्।

Urdu

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرائی جاسکتی ہیں۔ براہ کرم (570) 2659103 پر کال کریں۔

Greek

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε (570) 265-9103.

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Introduction

About Northern Tier Regional Planning and Development Commission

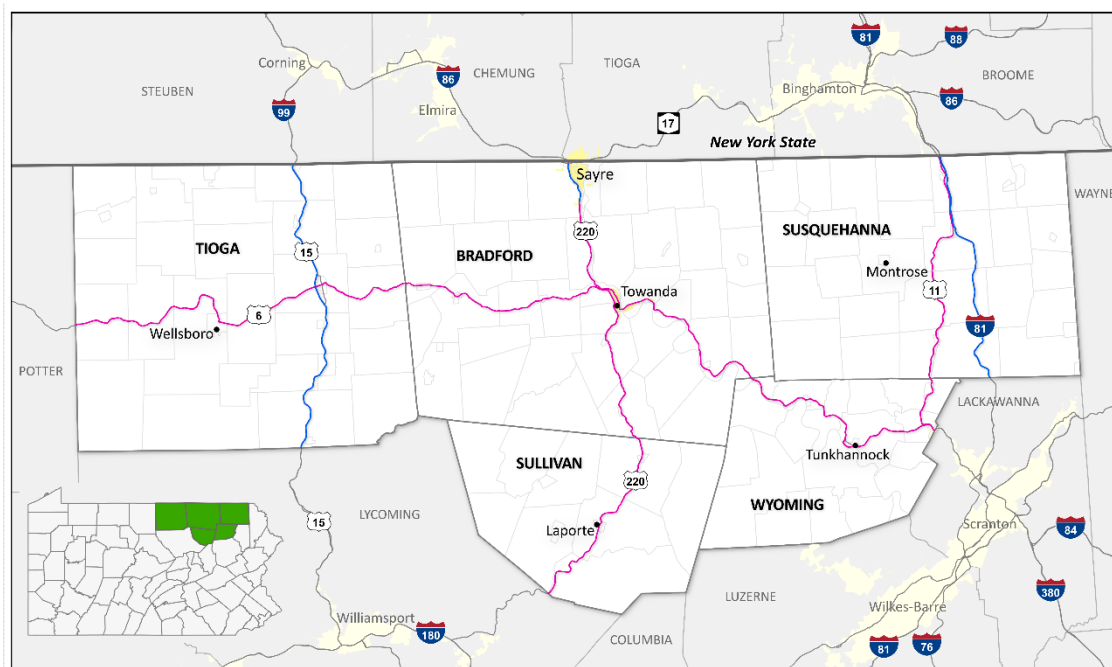
The Northern Tier Regional Planning and Development Commission (NTRPDC) is one of seven sub-state regional agencies designated as a Local Development District (LDD) by the state and federal governments to enhance economic and community development activities in the Commonwealth of Pennsylvania. NTRPDC's service area encompasses the counties of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming. The Commission offers a wide range of programs and services, including: business financing, export counseling, government contract assistance, internet and technology assistance, grant writing services, transportation planning, and workforce development.

Under its transportation planning services, NTRPDC serves as the Rural Planning Organization (RPO) for the region's five counties and guides the transportation planning and decision-making process. It works with partners at all levels of government for the ongoing development, maintenance, and operation of the region's multimodal transportation system. Through memoranda of understanding with PennDOT, the NTRPDC and other RPOs in Pennsylvania are held to the same federal transportation planning requirements as the state's Metropolitan Planning Organizations (MPOs).

Regional Overview

The Northern Tier's five-county region includes 166 municipalities and is home to a population of approximately 181,000 people. With a land area of over 4,000 square miles, the region's transportation network includes nearly 7,600 linear miles of public roadways with major corridors including Interstate 81, US 6, US 15, and US 220. Additionally, the region's infrastructure includes over 2,100 bridges, 2 transit providers, 143 miles of railroad, and 3 public use airports.

Figure 1: Northern Tier Regional Position



Northern Tier RPO Organizational Structure

The Northern Tier RPO's activities are guided by a two-committee structure, comprised of the NTRPDC's Rural Transportation Advisory Committee (RTAC) and the NTRPDC Executive Committee.

Rural Transportation Advisory Committee (RTAC)

The RTAC acts as an advisory body on all regional transportation planning activities. Voting membership consists of three representatives from each of the region's five counties, PennDOT Districts 3-0 and 4-0, and PennDOT Central Office. Other regional stakeholders such as transit agency representatives, local municipal officials, and other community groups with interests in transportation and community and economic development in the Northern Tier region are also invited to participate. In addition to the development of major documents like the four-year Transportation Improvement Program (TIP) and the Long-Range Transportation Plan (LRTP), the RTAC is responsible for establishing policy and prioritizing all major capital projects throughout the region in accordance with federal and state regulations as well as other guiding principles for transportation planning and programming.

NTRPDC Executive Committee

The RTAC advises the NTRPDC's Executive Committee on transportation planning initiatives and decision-making. The Executive Committee provides oversight to the strategic direction of the broader NTRPDC organization and also serves as the decision-making body on regional transportation planning processes and programs.

The meetings of both the RTAC and the Executive Committee are open to the public and are held both in-person and virtually over Zoom. Specifically, RTAC meeting dates are advertised in January of each calendar year. Meeting agendas, materials, and minutes for both committees are posted to the NTRPDC website.

What is the Public Participation Plan?

Public participation is described as an effort, plan, or program designed to engage and/or gather input or feedback from the public. It encourages a continuous process, consisting of a series of activities and actions that both inform the public and regional stakeholders as well as to obtain their input on decisions that affect their lives. The Northern Tier RPO's goal for public participation is to provide a reasonable opportunity and means for any member of the public to have input and take part in the transportation planning process. As such, this public participation plan demonstrates the RPO's ongoing efforts to provide timely and meaningful opportunities for public participation in the transportation planning and decision-making process throughout its five-county region in compliance with federal and state regulations, laws, acts, and guidelines. Regulations that require public involvement in the transportation planning processes include, but are not limited to:

- Code of Federal Regulations (CFR) Title 23 §450.316
- Presidential Executive Order 12898 (Environmental Justice)
- Title VI of the Civil Rights Act of 1964
- Americans with Disabilities Act (ADA) of 1990
- Executive Order 13166 (Improving Access to Services for Persons with Limited English Proficiency)
- Executive Order 13175 (Consultation and Coordination with Indian Tribal Governments)
- Commonwealth Sunshine Law (65 PA C.S. §701-716)

The Northern Tier RPO understands that the ongoing development and maintenance of any transportation system is performed best when the users of the system participate, bringing diversified viewpoints into the process that shapes how transportation investments will be made. To that end, the RPO is performing this update to its Public Participation Plan to expand the reach and increase the effectiveness of its public participation efforts in support of current and future transportation planning and programming within its five-county region.

The outreach strategies outlined in this public participation plan are intended to encompass a full range of public interests. In the case of transportation planning, it is especially important to engage those who may have difficulty accessing essential needs and services, such as jobs, education, healthcare, recreation, and shopping than the greater population. This need emphasizes the importance of meaningful and equitable public involvement.

Meaningful public involvement occurs early in the process and engages a full representation from all communities affected by a plan or program. Equitable access to public involvement opportunities ensures that underserved or overburdened populations are included in the process.¹ The Northern Tier RPO is committed to implementing targeted efforts to identify, seek out, and engage Environmental Justice (minority, low-income) populations and others who may be underserved by the transportation system. Having several options for public engagement can benefit underserved populations who commonly face impediments to public involvement processes due to cultural, economic, and/or linguistic disparities. **Figures 2-6** show the spatial distribution of minority, low-income, and Limited English Proficiency (LEP) populations, as well as concentrations of persons with disabilities in the region.

The United States Department of Transportation (USDOT) defines “*meaningful public involvement*” as a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible.”

¹ USDOT’s Promising Practices for Meaningful Public Involvement in Transportation Decision-Making, October 2022.

Figure 2: Minority Population Concentrations by Census Block Group

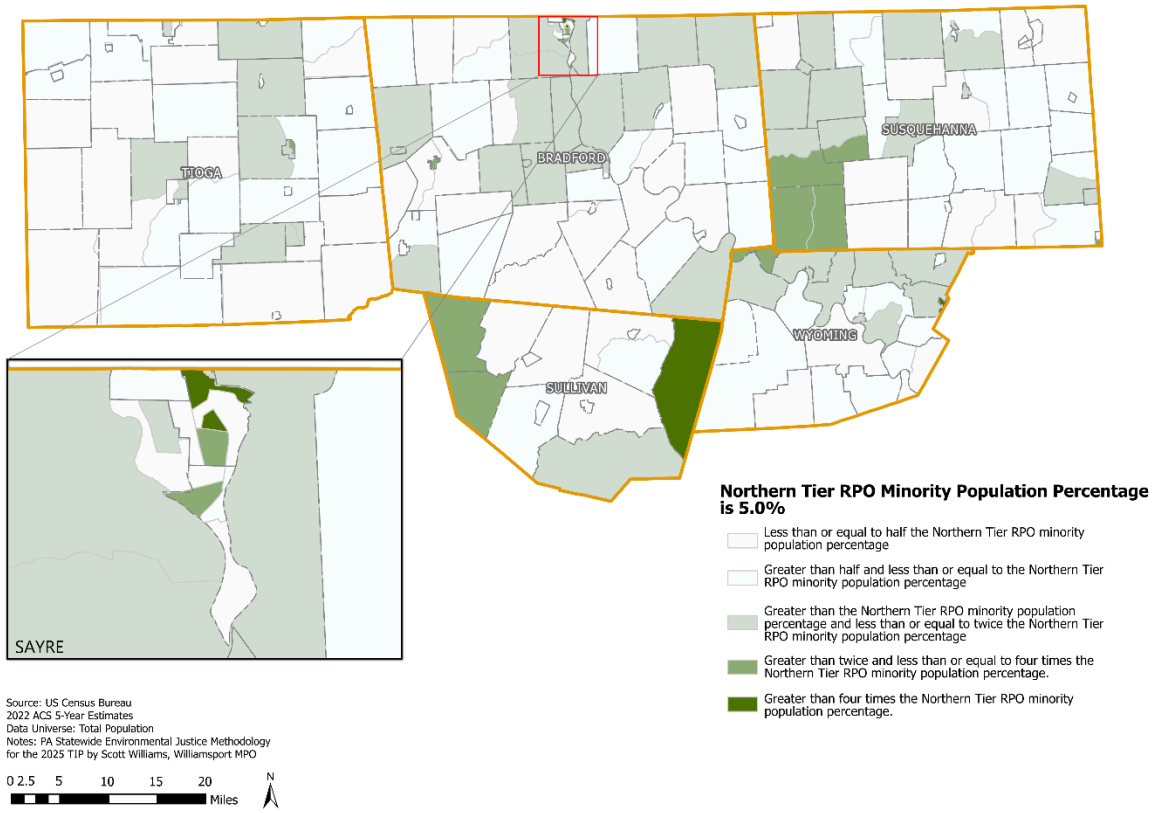


Figure 3: Low Income Concentrations by Census Block Group

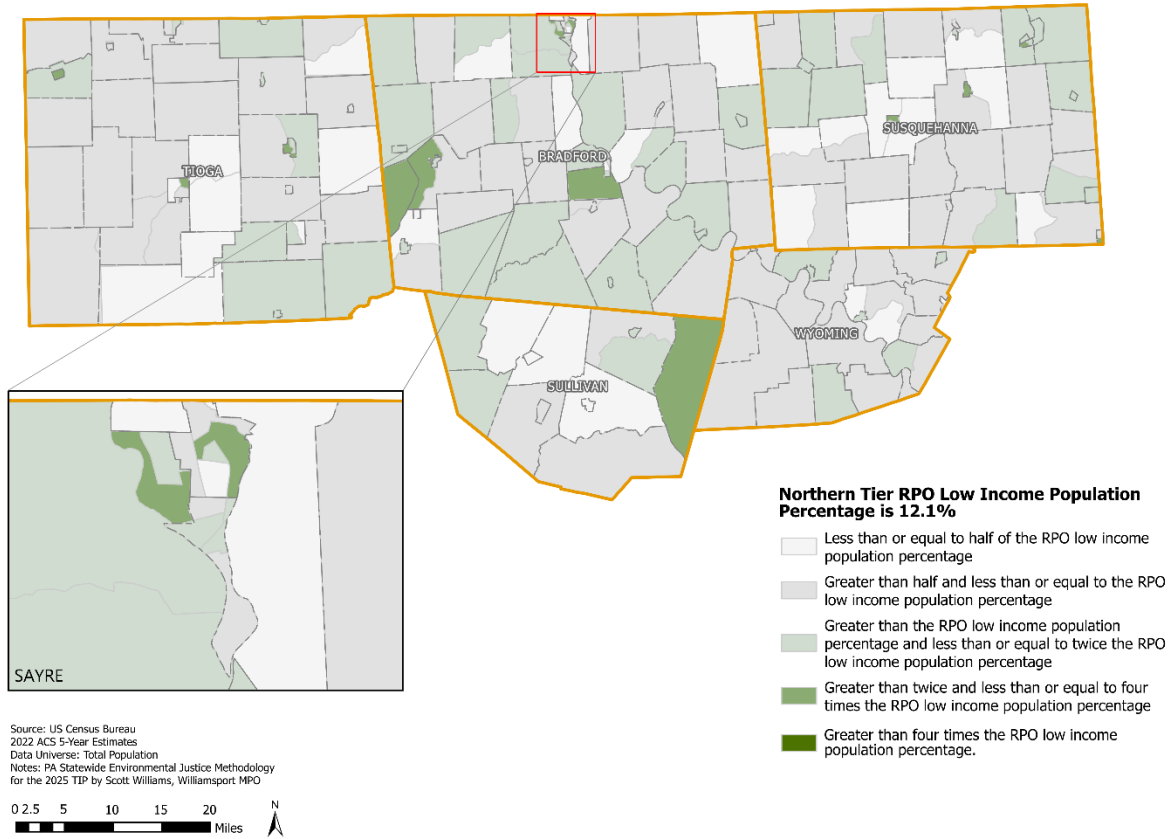
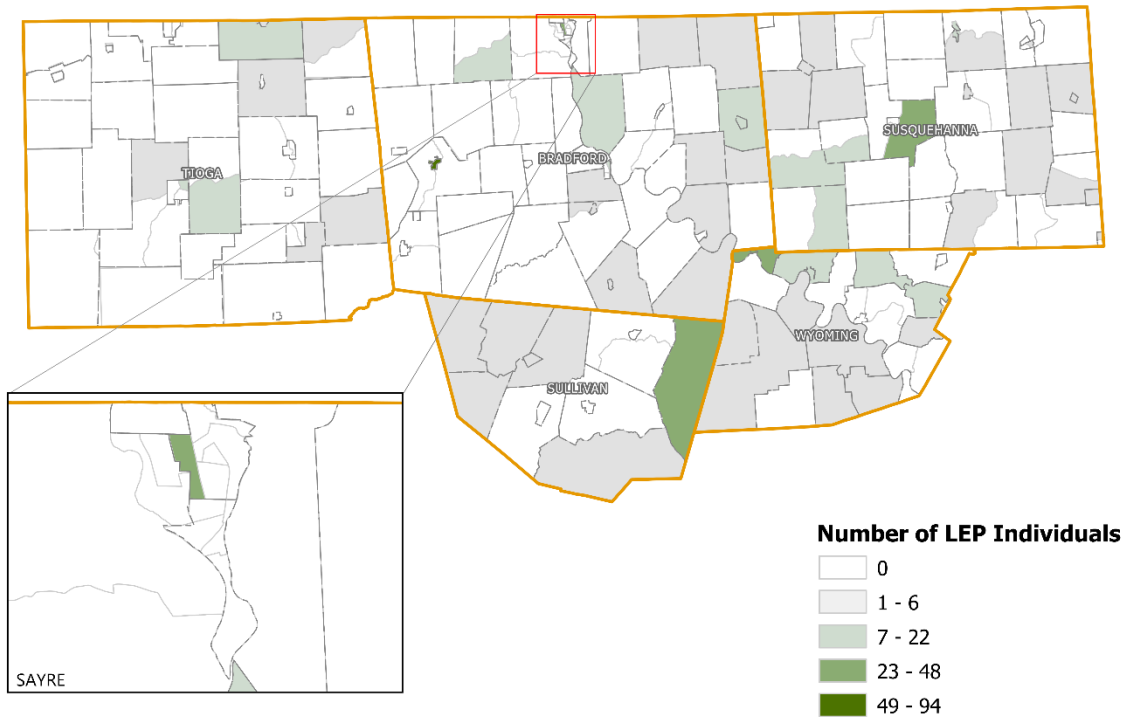


Figure 4: Limited English Proficiency Concentrations by Census Block Group



Source: US Census Bureau
 2022 ACS 5-Year Estimates
 Data Universe: Population 5 Years and Older, Speak English "Not Well" or "Not at All"
 Notes: PA Statewide Environmental Justice Methodology
 for the 2025 TIP by Scott Williams, Williamsport MPO

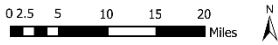


Figure 5: Concentrations of Persons with Disabilities by Census Block Group

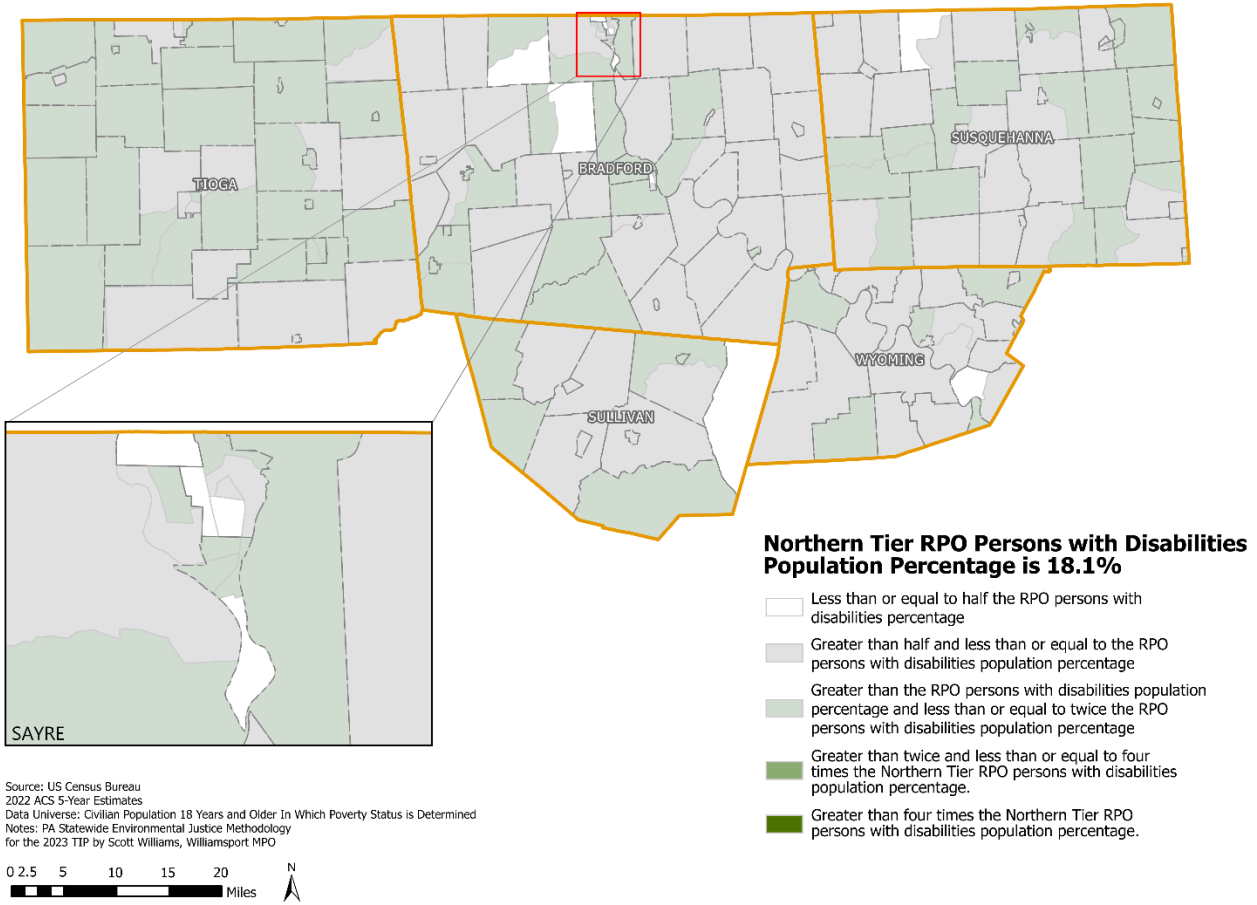
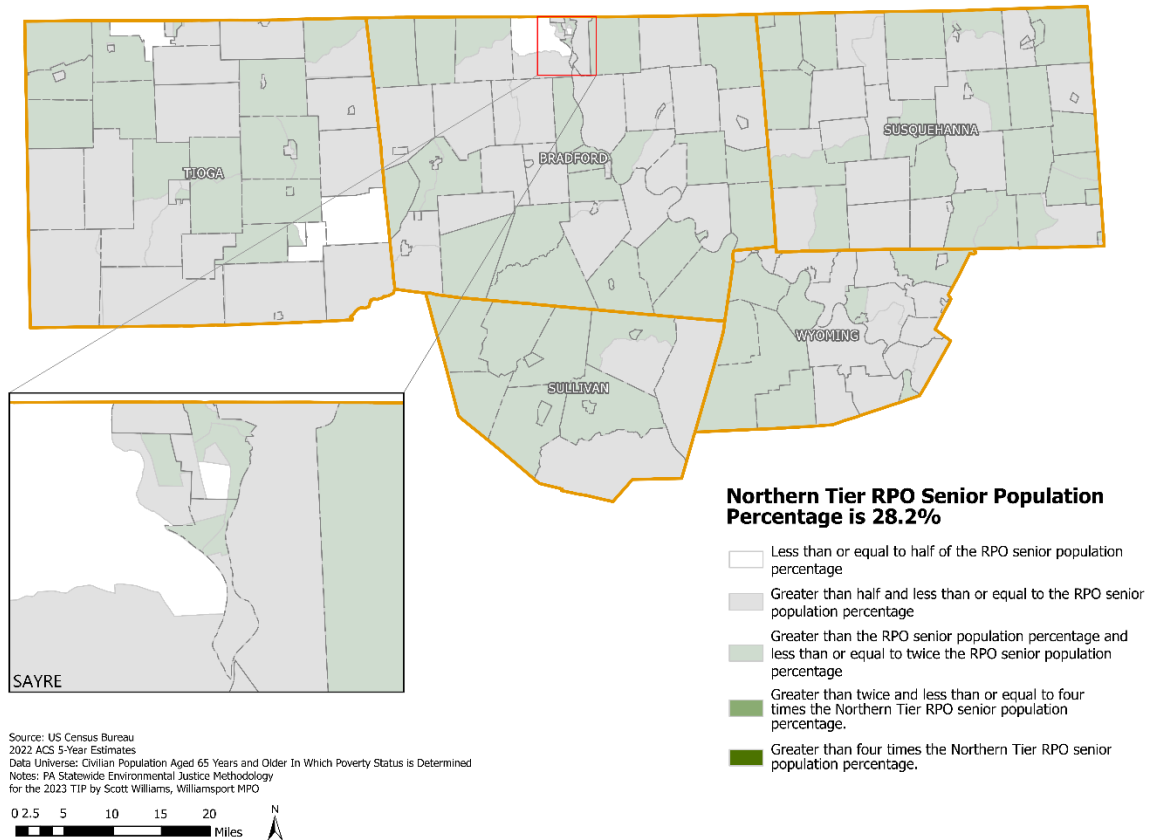


Figure 6: Senior (65+) Population Concentrations by Census Block Group



In compliance with Title VI of the Civil Rights Act, Executive Order 13166, and USDOT’s implementation guidance, the Northern Tier RPO is committed to using outreach strategies and tools that ensure meaningful access to its transportation planning services, information, and other important components of its planning efforts for those who are Limited English Proficient (LEP). The RPO’s framework and targeted strategies for providing access to LEP persons is outlined in its Limited English Proficiency (LEP) Plan, which has been produced as a separate document.

The Northern Tier RPO’s Public Participation Plan (PPP) is viewed as a living document, designed to provide a wide range of tools and resources to assist the public in engaging with the RPO and to provide ample opportunity to provide meaningful input on transportation plans, programs, and initiatives. This PPP is subject to routine evaluation and periodic updates to correspond with the various needs and abilities of communities within the Northern Tier region. These routine evaluations also allow the RPO to expand its public participation and outreach programs to account for new, innovative outreach techniques and technological advancements.

Public Participation Plan Goals

The Northern Tier RPO is committed to a process that is open, cooperative, collaborative, and continuing – also referred to as a “3-C” process - and upholds a priority to ensure the public is involved in regional transportation planning and decision-making processes. This focus on meaningful public involvement continues to be a shared priority with agencies at the federal, state, and local levels since the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991 and continues today through the Infrastructure Investments and Jobs Act (IIJA) of 2021.

The RPO has adopted the following goals to ensure that efforts to provide effective public involvement opportunities and communications clearly demonstrate adherence to federal guidance for public participation (23 CFR 450.316), at a minimum. The specific methods and processes by which these goals will be achieved is further described in the Public Participation Tools, Methods, and Strategies section.

The goals of the Northern Tier RPO’s public participation plan are:

- Provide ample opportunities for public review and input in the development of all planning and programming documents.
- Ensure technical information and notices of public comment opportunities are available in accessible, understandable formats and communicated in a timely manner.
- Ensure efforts are made to gather input from diverse and potentially underserved populations on RPO plans, programs, and activities.
- Demonstrate consideration toward public input received in regard to RPO plans and programs by ensuring members of the public and their views are treated fairly and with respect.

Public Participation Tools, Methods, and Strategies

Overview

There is no “one-size-fits-all” solution to a meaningful public participation strategy. The Northern Tier RPO leverages a range of outreach and communication methods to optimize public involvement as part of all transportation planning processes. This robust list of outreach tools and techniques are intended to raise public awareness of the RPO and its activities, engage with stakeholders and the public at key decision points in the planning process, and provide the public with ample opportunity to comment on draft RPO planning documents.

The RPO reviewed its existing list of public outreach and communication methods as part of the development of this public participation plan and identified areas where modifications could be made to reflect changes that the RPO has made to its public engagement strategy in recent years. This includes the integration of strategies and engagement options, particularly around hybrid and virtual engagement methods. The COVID-19 pandemic required organizations like Northern Tier to leverage new, innovative outreach strategies to engage with the region’s residents virtually in the interest of public health. The United States Department of Transportation also evolved its approaches and guidance to public involvement to include hybrid and virtual options. Many of these strategies continue to be used today as an alternative or additional option to traditional in-person approaches.

This section describes the existing tools and methods that have proven effective within the RPO region as well as new resources that will be explored and/or implemented to extend the reach of the RPO's public involvement efforts. This also includes strategies and initiatives designed to provide more accessible, equal opportunities for members of all social, economic, and diverse groups.

Communication of Technical Information

The Northern Tier RPO remains committed to ensuring public information, technical planning documents, mapping and visual aids, and other informational/graphic explanations are accessible and easy for the public to understand. This includes the use of "plain language" wherever possible and the minimal use of industry acronyms (or use of full term in advance of an acronym for clarity). The use of visualization tools like geographic information systems (GIS) mapping and infographics are helpful in public comprehension of highly technical information, maps, or other supporting documentation.

Focus Groups

Focus groups are a way to host a facilitated discussion with a smaller, more targeted group to gauge public opinion and collect feedback. Focus groups tend to provide a balance of perspectives as individuals who participate in these discussions are usually selected to participate by RPO staff and could include representatives of underrepresented communities and/or local citizens who live in close proximity to a study area or project.

Local Outreach and Meeting Attendance

To remain cognizant of local transportation issues and concerns, the Northern Tier RPO staff (along with other members of NTRPDC staff) will continue to attend meetings and participate in events held by local or regional groups with interest in the transportation network. This participation provides an outlet to share information about the RPO's transportation activities. Northern Tier RPO staff have participated in countywide conventions and other similar events to share information about the RPO's planning activities and gather feedback from local officials on transportation concerns. The RPO also participates in meetings of local chambers of commerce, municipal, and economic development groups.

Other opportunities include meetings of the regional Citizens Advisory Board, which are typically held twice each year. Participants include PennDOT District 4-0, local municipalities, and representatives from the RPO (focused on Susquehanna and Wyoming counties). These meetings have yet to restart since the COVID-19 pandemic, but the RPO will work with other board members to reconvene this group in the near future.

Equipment Shows

Northern Tier RPO staff are also involved with the planning and coordination of two regional equipment shows that are held annually and have historically had participation from over 500 attendees. One show covers Bradford and Tioga counties while the other covers Susquehanna and Wyoming counties. The two equipment shows focus on local municipal needs around the region and provides a platform for RPO staff to gather further input on issues impacting its planning work.



Media Relations

News releases, public notices/legal advertisements, and feature stories are written by the Northern Tier RPO staff and disseminated to appropriate media outlets based on targeted coverage areas. The RPO specifically advertises public engagement opportunities in five newspapers (in both digital and print formats) throughout the region:

- The Daily Review
- The Wellsboro Gazette
- The Sullivan Review
- The Susquehanna County Independent
- The New Age Examiner

With the exception of the Daily Review, all papers listed above have a weekly circulation schedule.

NTRPDC Website

The [NTRPDC website](#) currently serves as the primary digital resource and communication tool to disseminate information related to transportation planning processes and programs. The website was updated in 2024 and includes a dedicated section for the RPO's activities and documents under the Transportation Planning tab. The website is maintained by NTRPDC staff, and the public can access the following information in the [Transportation Planning section](#) of the website:

- An overview of transportation planning and the RPO, including a short summary video
- Repository of RPO documents, such as approved/draft plans and other documents related to local, state, and federal transportation planning and programming.
- RTAC meeting information, including Microsoft Teams meeting links and call-in information, agendas, minutes, and a listing of current members.

The newly updated website, including the Transportation Planning webpage, is mobile friendly, includes translation capabilities into many languages, and is compliant with the Americans with Disabilities Act.

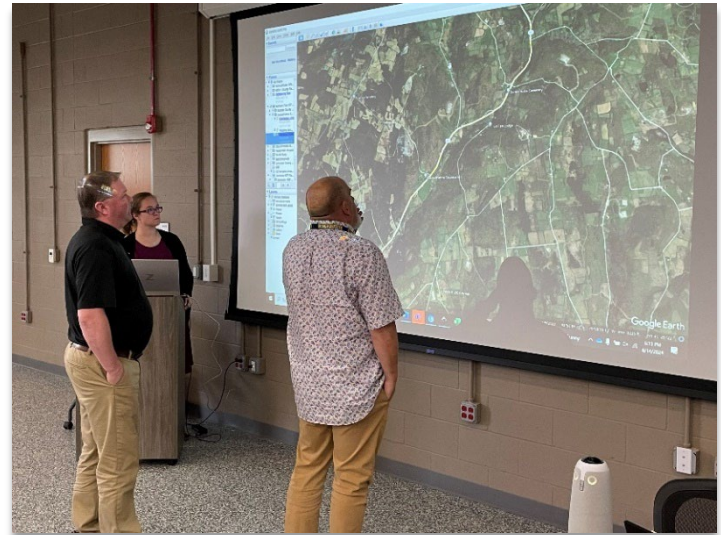
Newsletters

The Northern Tier RPO reports on current planning initiatives and public comment opportunities in a dedicated section of the broader NTRPDC's quarterly newsletter titled "Northern Tier News". When published, the newsletter is distributed to the agency-wide stakeholder list through a Constant Contact email blast. While the public is not directly solicited to subscribe to the NTRPDC newsletter, copies are published on the NTRPDC website's [News and Events page](#).



Open Houses

Open houses are just one public meeting format that the Northern Tier RPO has leveraged in its planning efforts. These meetings are usually follow a more informal structure (compared to a public meeting) and allow for the RPO staff to interact with the public on a small group or one-on-one scale. These events may include short presentations or activities, display boards/maps or other visual aids, feedback forms, and informational handouts. Open houses serve the purpose of informing the public about the RPO's planning program in addition to gathering input on specific plans or programs.



Public Meetings

Virtual Public Meetings

The RPO currently provides online options for public attendance at meetings of its Rural Transportation Advisory Committee (RTAC) and Executive Board meetings. To accommodate as many communication preferences as possible, the RPO will continue to provide online options for public meetings, when possible. The online option will be made available using Microsoft Teams as the primary platform or through another virtual platform if Teams is unavailable. Providing this option allows the public to participate using their smartphone, computer, or by phone through an audio-conferencing bridge. All online meeting links, identification numbers, and call-in numbers will be included in meeting invitation where the option is provided. The Northern Tier RPO staff will record meeting minutes and prepare formal responses to all oral and/or written comments received during the public meeting.

In-Person Meetings/Procedures

While a significant shift toward virtual public engagement options has occurred as a result of the COVID-19 pandemic, many agencies have also started to return toward traditional in-person approaches for public meetings or offering “hybrid” options (both in-person and online engagement). In-person public meetings continue to provide an opportunity for the public to hear about and share feedback on the RPO's transportation planning activities.

Public meeting details are planned in advance in order to identify, develop, and create all meeting materials needed to ensure a successful meeting. These materials include advertisements, formal presentations, sign-in sheets, comment/feedback forms (if desired), and securing a meeting location that is both adequate and accessible. Venues for public meetings are determined based on target audiences, project locations, access to public transportation, and ADA compliance, among other factors that can vary. As with online formats, the RPO will record meeting minutes and provide formal responses to all written and oral comments received to demonstrate the influence that public input has on regional transportation processes.

In terms of meeting procedures, the RPO will hold public meetings and comment periods in conjunction with the initial adoption of its core transportation planning documents such as the Long-Range Transportation Plan, the Transportation Improvement Program, and the Public Participation Plan. The RPO may also engage the public through online, in-person, or hybrid meetings as part of other planning initiatives to ensure meaningful opportunities for public input through all aspects of the RPO's business.

All public meeting minutes will be recorded by RPO staff and formal responses will be provided to all comments received throughout the public comment period. Meeting minutes will be published to the NTRPDC website and included as part of specific plan document appendices, as appropriate.

Public Notices

The Northern Tier RPO will advertise its public meeting dates, times, and locations as well as public review and comment period dates as public notices in legal sections of the five newspapers published throughout the region no less than 14 days in advance of the scheduled meeting or comment period. As listed above, these papers include:

- The Daily Review
- The Wellsboro Gazette
- The Sullivan Review
- The Susquehanna County Independent
- The New Age Examiner

An example of a public notice that is used by the RPO to communicate opportunities for comment on transportation planning documents can be found in **Appendix C**.

Public Review and Comment Periods

Federal regulations require a public review and comment period as a critical step in the development of major planning documents, including the Long-Range Transportation Plan (30 days), the Transportation Improvement Program (30 days), and the Public Participation Plan (45 days). These dedicated timeframes intend to provide the public and regional stakeholders on with ample opportunity to provide their input on the RPO's plans and programs.

The Northern Tier RPO uses multiple outreach tools and techniques to engage the public and disseminate information about plan/program updates, including but not limited to:

- Ensuring paper copies of draft documents are available at accessible locations throughout the region for those without internet/computer access.
- Acceptance of comments by mail or e-mail.
- Availability of documents on the NTRPDC website.
- Communication of public input opportunities via media outlets like newspapers, social media, NTRPDC newsletters and webpages in a timely manner.

The RPO will provide and display hard copies of draft planning documents at the following locations:

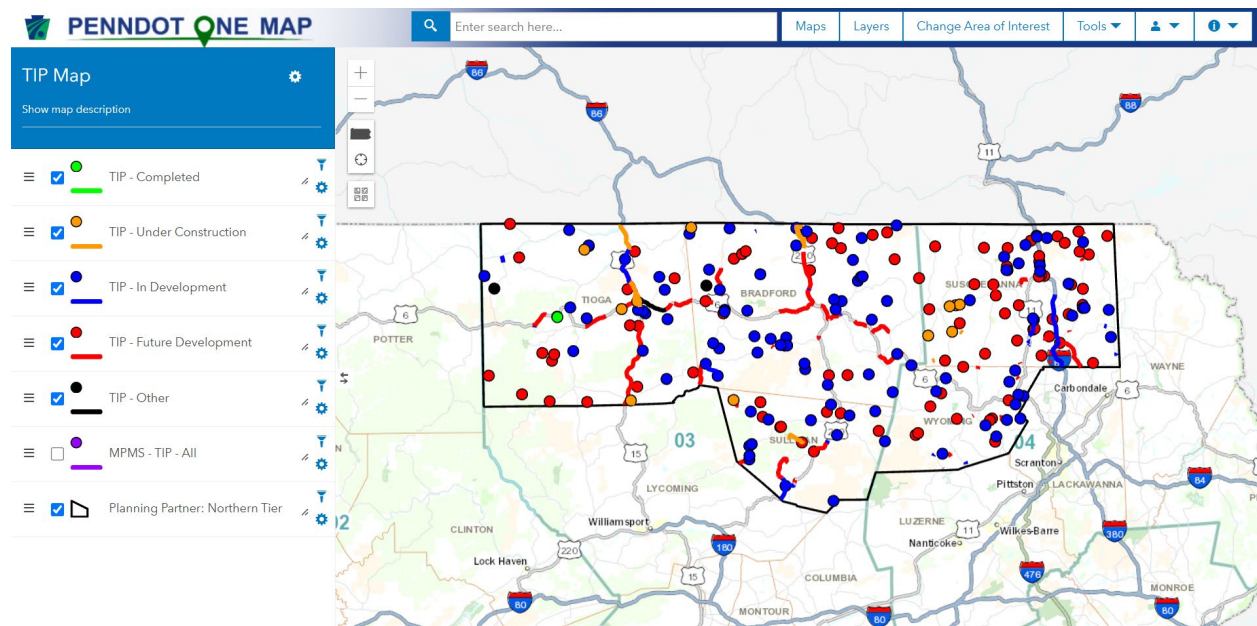
Organization/Agency Name	Address	Location
Bradford County Community Planning & Mapping	29 VanKuren Drive, Suite 1	Towanda
Sullivan County Planning & Development	245 Muncy Street, Suite 110	Laporte
Susquehanna County Planning & Development	31 Lake Ave	Montrose
Tioga County Planning Office	118 Main Street	Wellsboro
Wyoming County Planning Office	1 Courthouse Square, 3 rd Floor	Tunkhannock
Northern Tier Regional Planning & Development Commission	312 Main Street	Towanda

The RPO may identify additional locations based on the content of the plan, local project impacts, and targeted outreach efforts. This could include schools, senior centers, and local libraries. As substantive public comments are received by the RPO on its planning documents and initiatives, the staff will develop formal response letters for transmittal to the individual who provided the comment. These letters can confirm receipt of the comment and describe how their feedback was incorporated into a planning document or influenced the planning process. Additional information on plan-specific public review and comment periods (e.g., length of time, public meeting requirements, etc.) is provided in the “Public Participation Processes and Compliance” section.

Visualization Techniques

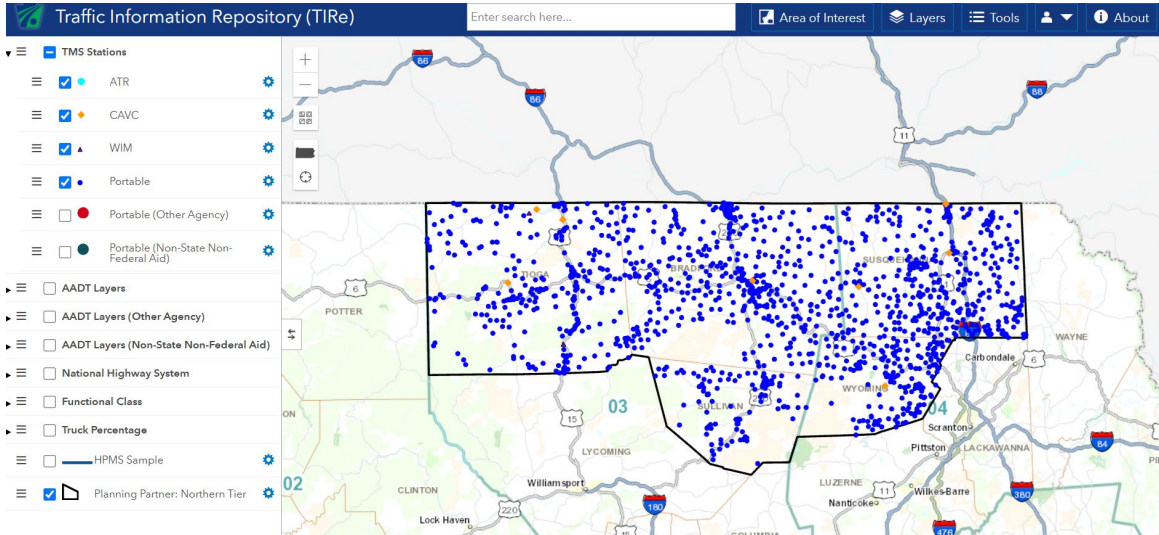
PennDOT OneMap

Serving as a “one-stop shop” tool for transportation data, PennDOT OneMap is a free, web-based mapping application that is available for use by the public, the state’s MPOs and RPOs, and other transportation stakeholders throughout Pennsylvania. PennDOT OneMap can be used to access highway and bridge project information throughout Pennsylvania as well as other transportation-related information such as asset condition data, traffic signal/ITS device locations, and multimodal asset information (e.g., bike lanes, freight rail lines). Users can create their own interactive maps that can help with transportation planning initiatives.



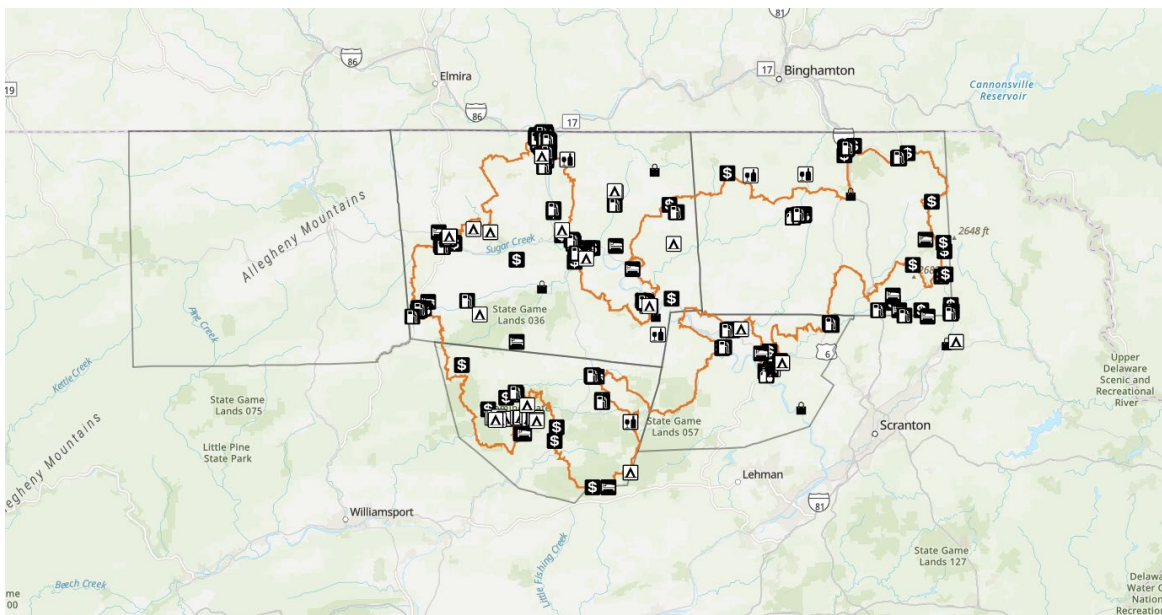
PennDOT Traffic Information Repository (TIRe)

PennDOT's Traffic Information Repository is another web-based application that provides information such as traffic count information, truck traffic volumes, and the location of traffic counter devices. The application provides several interactive base maps and is free to access by the public and transportation stakeholders.



Internal Geographic Information System Tools and Services

The Northern Tier RPO also provides geographic information systems (GIS) services for the region, including the development of maps for in-house plans and programs, such as the long-range transportation plan (LRTP) and the Transportation Improvement Program (TIP). The RPO's GIS services serve other departments within the Northern Tier Regional Planning and Development Commission as well as local businesses and municipal governments. One example of a visualization tool that the RPO developed is an interactive map for the Endless Mountains Gravel Bikepacking Loop, hosted by the Endless Mountains Heritage Region. The map provides wayfinding and amenity information along the loop that traverses four of the region's five counties.



Social Media

The use of social media provides a fast, inexpensive way to engage with large audiences and continues to be a strong means in which the RPO can connect with the public. The Northern Tier RPO uses the NTRPDC's social media accounts to disseminate information regarding its transportation planning activities and opportunities for public involvement. These accounts include Facebook, LinkedIn, and YouTube, all of which appeal to different audiences. In addition to static social media posts on Facebook and LinkedIn, the NTRPDC YouTube channel includes informational videos about each NTRPDC department, including one about the RPO and its core functions. This video is also featured on the RPO's webpage on the NTRPDC website.

Northern Tier RPO encourages public interaction through these outlets; however, it is important to note that the views expressed in the comments reflect those of the author and are not reflective of the views of the RPO.

Stakeholder Listing

The NTRPDC maintains an agency-wide stakeholder listing of over 1,000 contacts, which includes members of the RTAC and local officials from the region's five counties and 166 municipalities. The RPO staff collaborate with other departments within the NTRPDC organization to conduct routine updates to ensure the listing remains current and is reflective of any staff changes that occur at partner agencies or as municipal officials change.

Public Surveys

The RPO also uses public surveys as a means of gathering community input on specific planning activities as they occur. In recent years, public surveys have been conducted online with alternative options available upon request. Several online platforms are available for public surveys, such as SurveyMonkey, Microsoft Forms, and ESRI's Survey123. One example of a regional survey effort was the development of the region's 2045 long-range transportation plan. The RPO used SurveyMonkey to gather public feedback on regional transportation concerns and priorities. These opportunities for input are advertised on the NTRPDC website, through email distribution to RTAC and NTRPDC's stakeholder lists, and on social media.

In addition to surveys developed specifically for the Northern Tier region, the RPO has also received public input through the result of statewide surveys to supplement its own outreach efforts. The Pennsylvania State Transportation Commission (STC) conducts a biennial public survey in developing the state's Twelve-Year Program (TYP). The survey gathers feedback on transportation priorities and concerns. While the survey gathers feedback from across the state, PennDOT staff gather and assess the survey feedback at the MPO/RPO level. Results are made publicly available on the TalkPA Transportation website. The RPO will continue to coordinate with PennDOT and leverage the results of this survey in developing its planning documents, specifically the LRTP. The results of the 2023 survey for the Northern Tier region are included in **Appendix E**.

Virtual and Hybrid Public Participation

Advancements in virtual public engagement were accelerated by the COVID-19 pandemic and have since become "commonplace" techniques in the post-pandemic environment. The Northern Tier RPO has continued to adapt and evolve its public participation and outreach techniques in the virtual world as technology continues to evolve. This includes "hybrid" approaches to meetings, which are a combination of in-person and virtual engagement. For virtual and hybrid meetings that are open to the public, the RPO uses Microsoft Teams as its primary digital platform. All meeting links, identification numbers, and call-in

information are made available in meeting advertisements in local newspapers, meeting agendas, and by request to the Northern Tier RPO staff.

Many hybrid meetings and outreach opportunities are hosted in-person at the NTRPDC offices in Towanda. To effectively carry out public meetings in the hybrid format, the RPO has had an opportunity to leverage technology upgrades within its office meeting spaces, including the acquisition and use of an Owl Lab video/audio conferencing system.

In designing its approaches to virtual and hybrid public participation opportunities, the RPO takes several considerations into account, including:

- Availability and advertisement of a call-in option/telephone number for members of the public who wish to attend a meeting, but do not have a computer or access to the internet.
- Ensuring that the process of requesting special assistance, regardless of attendance type, is available and clearly communicated as part of all advertisements (ADA, translation or interpretation needs, etc.)
- Selecting in-person venues for hybrid meetings that are in compliance with ADA and are accessible by transit.
- Providing notice to the public of their protections under Title VI of the Civil Rights Act.

Title VI and Environmental Justice

Overview

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs or activities receiving federal financial assistance. In addition to Title VI, Executive Order 12898 titled “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” was signed by President Bill Clinton in February 1994, which identified Title VI as one of the laws that should be applied to prevent minority and low-income communities from being subject to disproportionate and adverse environmental effects.

The Northern Tier RPO maintains its own Title VI Non-Discrimination Plan as part of its public participation processes. The plan defines and documents the policies and procedures administered by the RPO and ensures that its plans and programs are in compliance with Title VI and related non-discrimination laws, statutes, and regulations. It also outlines the procedures for any individual to file a complaint if they feel they have been excluded from, denied benefits of, or subjected to discrimination prohibited under Title VI, the Americans with Disabilities Act of 1990 (ADA), and other non-discrimination laws.

Targeted Outreach Strategies

Outreach strategies as defined in the RPO’s Title VI Non-Discrimination Plan were designed to align with this public participation plan and document the RPO’s efforts to engage with individuals that are potentially underserved by the regional transportation system (e.g., minority, low income, zero-car households, seniors, persons with disabilities, etc.). These strategies serve as a “toolkit” and can be employed to improve or expand upon its engagement with these individuals, including:

- Researching and cataloging forums and processes minority/ethnic persons would prefer to discuss transportation planning issues.

- Conducting focus groups with affected communities or groups in smaller settings to inform, educate, and solicit input.
- Establishing partnerships and engage in ongoing dialogue with groups that represent minority, low-income, and other populations that may be potentially underserved by the regional transportation system.
- Seeking opportunities to speak at meetings of groups involving minority, low-income, and other potentially underserved populations.
- Using a range of meeting locations when engaging with the public on a single subject in an effort to reach affected populations and ensuring locations are accessible by transit, biking, and walking.
- Consulting with the region’s housing authorities to gain further understanding on where low-income housing populations may be located.
- Providing meeting notices and information at transit stops and on transit vehicles. This could include paratransit and social service vehicles to expand outreach to seniors and persons with disabilities.

Limited English Proficiency Engagement

Overview

In addition to Title VI, Executive Order 13166 prohibits the denial of meaningful access for Limited English Proficiency (LEP) persons to programs and services receiving federal financial assistance. The RPO maintains a separate LEP plan that establishes a clear strategy to ensure access to its planning and decision-making processes for individuals for whom English is not their primary language and have a limited ability to read, write, speak, or understand English. It identifies where these individuals are geographically located, how those individuals may be coming into contact with the RPO’s planning activities, and provides action strategies to reduce/eliminate barriers that may be impeding access.

In the Northern Tier region, there is a very small share of the region’s population considered to be LEP (0.7%). The most prominent LEP language group in the region is Spanish. The four factor analysis conducted as part of the plan found that LEP populations in the region do not trigger the Safe Harbor provision²; however, the RPO will continue to provide language translations of its planning documents upon request.

Targeted Outreach Strategies

The LEP plan includes language assistance measures that the RPO implements to ensure that LEP populations have meaningful access to its planning processes and initiatives, such as language interpretation and translation, providing notices of language services, and written communications among others. The plan also includes additional strategies the RPO can employ to further expand its outreach to LEP populations, including:

- Inclusion of translated notices as part of legal ads/press releases (language taglines in Spanish)

² The federal Safe Harbor provision is triggered for LEP populations that comprise 5% of the regional population or meet/exceed 1,000 speakers, whichever is less.

- Post the RPO’s notice of language services on the NTRPDC Transportation Planning webpage in text only format for easy translation using the embedded translation widget.
- Coordination with member counties to identify community representatives or organizations that cater to LEP populations to identify the most efficient means of providing translation/interpretation services.
- Increase overall use of visual aids, such as maps and graphics.
- Consider whether LEP populations are literate in English, their native language, or neither.

Transportation Planning Activities

The Northern Tier RPO is responsible for carrying out the transportation planning process for the five-county region, and in doing so, is responsible for regularly updating, amending, and adopting a core set of plans and programs required by federal transportation regulations. The development and update of these plans include opportunities for public comment and feedback. The following summarizes these core documents:

Planning Document or Activity	Current Plan Adoption Date	Next Required Adoption Date	Targeted Completion
Long-Range Transportation Plan	April 2020	April 2025	April 2025
Transportation Improvement Program	June 2024	June 2028	June 2028
Public Participation Plan	December 2016		February 2025
Coordinated Transit-Human Services Plan	December 2018		2025
Bicycle and Pedestrian Plan	May 2019		2025-2026

Long-Range Transportation Plan

The Long-Range Transportation Plan (LRTP) sets the vision and priorities for the regional transportation system. It identifies existing conditions/trends, needs, goals, policies, and projects for a minimum 20-year horizon. The plan also sets the direction for transportation/economic investments and decision making, addressing areas such as asset management, network deficiencies, safety concerns, mobility constraints, accessibility limitations, and performance measurement. Developing the LRTP involves coordination with local, state, and federal agencies as well as transportation stakeholders and the public. As of this writing, the RPO’s next LRTP will be adopted in April 2025.

Transportation Improvement Program and Amendments

The Transportation Improvement Program (TIP) is the listing of programmed projects within the region and covers the first four-years of PennDOT’s Twelve-Year Program (TYP). The TIP consists of multimodal projects including highway, bridge, and transit projects along with active transportation (bicycle, pedestrian, etc.) and freight-related improvements. It also assigns federal and/or state transportation funds to those projects. While the TIP is updated every two years, it is regularly amended to reflect the current state of the program. TIP amendments address major changes, including the addition or deletion of a project from the TIP or substantial changes to project costs, schedule, design, or overall scope of work. These amendments are reviewed and voted on by the Northern Tier RTAC while administrative modifications are shared for informational purposes.

The Northern Tier RPO is responsible for developing the region's TIP; while PennDOT is responsible for developing the Statewide Transportation Improvement Program (STIP). PennDOT is also responsible for the Interstate Management TIP, which identifies projects for the Interstate system. The STIP is the official transportation improvement program document mandated by federal regulations and recognized by FHWA and FTA. The TYP is updated every two years as required by state law. FHWA and FTA will only authorize projects and approve grants for projects that are programmed on the current approved STIP.

Public Participation Plan

The Public Participation Plan is the RPO's commitment to ensuring meaningful and equitable opportunities for public participation in the regional transportation planning and decision-making processes. It addresses public outreach tools and resources used by the RPO to effectively engage a broad range of community interests while also ensuring compliance with applicable federal and state transportation planning regulations. The plan is a key component of the broader Title VI Program Document, which also includes the RPO's Title VI Non-Discrimination Plan and its Limited English Proficiency Plan.

Air Quality Conformity Reports and Determinations

As part of its planning activities, notably the LRTP and the TIP, the RPO is required to develop an air quality conformity report and determination in partnership with PennDOT. The Clean Air Act of 1990 (CAA) identifies the actions that states and MPOs/RPOs must take to reduce emissions from on-road mobile sources in nonattainment and maintenance areas. In addition, any regionally significant projects identified in the LRTP should be in sufficient detail to develop cost estimates, including a design concept and design scope description, of all existing and proposed transportation facilities regardless of funding source in nonattainment and maintenance areas under the EPA's transportation conformity rule. In these areas, FHWA and FTA as well as the MPO or RPO must make a conformity determination on any new or revised plan (TIP, LRTP) in accordance with the CAA and other EPA conformity regulations to ensure that projects are not inconsistent with state obligations to meet National Ambient Air Quality Standards (NAAQS). In the Northern Tier region, Tioga County and a portion of Wyoming County are designated as maintenance areas under the 1997 8-hour ozone NAAQS. In the case of the South Coast Air Quality Management District vs. EPA in 2018, the United States Court of Appeals determined that air quality conformity determination is required for areas that are in non-attainment or maintenance for the 1997 ozone standards. Under these designations, the RPO is required to include an air quality conformity determination for any regionally significant projects in these areas as well as the TIP and LRTP in coordination with the Interagency Coordination Group (ICG). Air quality conformity reports are included for public review during the formal comment periods for both the TIP and LRTP.

Coordinated Transit-Human Services Plan

The Coordinated Public Transit-Human Services Plan (also known as a "Local Coordinated Plan") aims to improve transportation services for persons with disabilities, older adults, and individuals with lower incomes by ensuring that communities coordinate resources available for public transportation. Coordination of these services enhances overall transportation access, minimizes duplication of services, and facilitates the most cost effective transportation possible with available resources. Federal transit regulations require projects selected for funding under the following FTA programs be derived from a coordinated plan:

- Elderly Individuals and Individuals with Disabilities Program
- Job Access and Reverse Commute Program
- New Freedom Program

MPOs and RPOs are not required to be the lead agency in the development of the local coordinated plan; however, federal guidance states that the coordinated plan may be developed separately or as part of an MPO or RPO's transportation planning process. In any case, the plan must be consistent with the region's transportation planning process. The RPO's most recent plan was developed and adopted in 2018 and an update will be initiated in 2025.

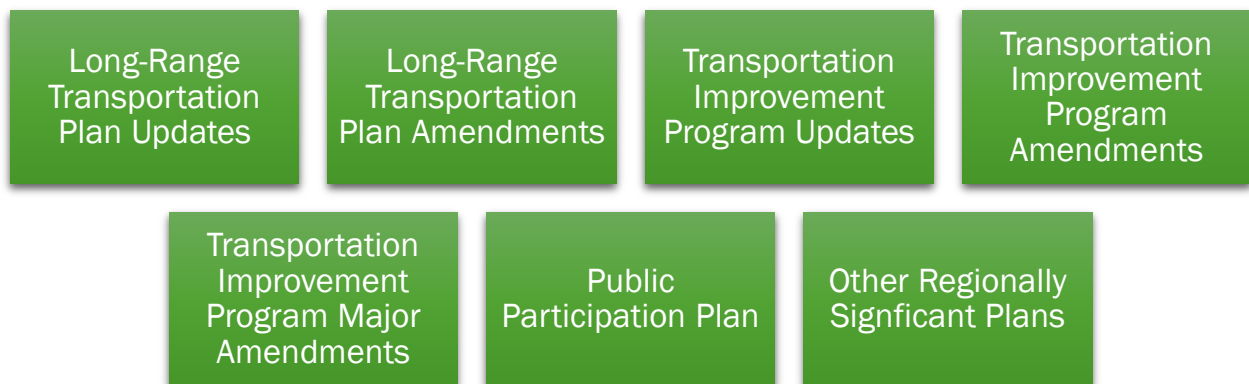
Bicycle and Pedestrian Plan

The RPO also maintains a regional bicycle and pedestrian plan, which was adopted in 2019. Also known as an "Active Transportation Plan", the regional bicycle and pedestrian plan serves as a comprehensive resource that guides the planning, design, implementation, and evaluation of bicycle, pedestrian, and other non-motorized programs, policies, guidelines, and infrastructure improvements. Although a bicycle/pedestrian plan does not require a formal public review and comment period, development of these plans requires extensive community engagement tailored specifically to the needs of those who use these modes – whether it be for recreation, health, or transportation. This could include populations that may be underserved by the existing transportation system or rely heavily on walking, biking, or wheeling to access essential services and employment. The RPO will be undertaking an update of this plan in 2025-2026.

As other regionally significant planning activities occur, the RPO will remain proactive in engaging the public using a variety of methods and techniques to ensure its planning processes remain transparent and accessible.

Public Participation Processes and Compliance

This section contains a series of process "checklists" designed to offer step-by-step public participation guidance in support of specific planning activities conducted by the Northern Tier RPO, including:



Each process includes steps that are generally chronological, although certain elements of each step may happen earlier or later in the process. Statutory or regulatory requirements – such as timeframes for public comment and involvement of FHWA – are provided at their minimum or better values, and their source (federal or state) are indicated, where applicable. The following checklists lay out the key steps of the RPO's public participation process for its core planning documents, plan updates, amendments, and modifications.

Long-Range Transportation Plan (LRTP) Updates



The Long-Range Transportation Plan (LRTP) serves as the blueprint for making transportation decisions. It sets the policy, vision, and goals used to guide transportation investments, planning, and programming within the Northern Tier region. The following applies to the adoption of a new LRTP or a regular update cycle.

Process

- 1. Review Current Public Participation Plan.**
 - ✓ Conduct a review of the RPO's current Public Participation Plan and appropriate the plan for the LRTP effort or implement an update, as required to comply with new transportation legislation, regulations, executive orders, and guidance.
- 2. Develop and Implement LRTP Public Engagement Strategy.**
 - ✓ Develop and implement a public engagement strategy that is consistent with the RPO's adopted PPP to support the LRTP development.
- 3. Release DRAFT LRTP document for public and agency comment.**
 - ✓ Provide a reasonable opportunity for comment on the plan and all related components (e.g., Air Quality Conformity, Environmental Justice), including a public comment period of 30 calendar days.
 - ✓ Provide DRAFT LRTP document to FHWA and FTA for review prior to the beginning of the public comment period for their review and comment.
 - ✓ Distribute related documents in hard copy by mail or electronically by email to the various Indian Tribes and Nations with interests in the Northern Tier region.
 - ✓ Make document available in an accessible electronic format on the RPO website.
 - ✓ Make document available in a hard copy format at the county government offices and the Northern Tier Regional Planning and Development Commission office.
- 4. Notify the public and local agencies with transportation interests of opportunities to comment.**
 - ✓ Publish notifications prior to the beginning of the public comment period start date and at least 14 calendar days prior to the public meeting date. This includes:
 - Legal notices in local newspapers, such as The Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, New Age Examiner, at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO's stakeholder database.
 - Web notification on the RPO webpage in an accessible electronic format.
 - Social media outreach.
 - ✓ Conduct at least one (1) public meeting at an accessible location.
- 5. Conduct inter-agency consultation as required in Pennsylvania.**
 - ✓ Request presentation time at a regularly scheduled Agency Coordination Meeting (ACM); or
 - ✓ Conduct a meeting with representatives from state and local agencies in the RPO region.
- 6. Document and record public participation efforts.**
 - ✓ Compile comments received and provide a formal response to all unique and significant comments. These responses should indicate how the comment was incorporated or why a different approach was taken.
 - ✓ Incorporate all comments and comment responses into the draft LRTP document.
 - ✓ Post comment responses on the RPO website in an accessible electronic format as part of the final, adopted LRTP after adoption.

- ✓ If contact information has been provided, provide summary of comments and responses to those who provided comments within seven (7) calendar days.

7. Provide an additional seven (7) calendar day comment period if the final draft of the LRTP significantly differs from the version that was made available for public comment.

- ✓ Publish notifications prior to the beginning of the public comment period start date and at least 14 calendar days prior to the public meeting date. This includes:
 - Legal notices in local newspapers, such as The Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, New Age Examiner, at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO’s stakeholder database.
 - Web notification on the RPO webpage in an accessible electronic format.
 - Social media outreach.
- ✓ Provide notification (by email) of the additional comment period to interested parties and all those who commented previously (and included an email address) prior to the beginning of the public comment period start date.
- ✓ Provide revised document to FHWA and FTA for review prior to the beginning of the additional public comment period.
- ✓ Distribute related documents in hard copy by mail or electronically by email to the various Indian Tribes and Nations with interests in the Northern Tier region.

8. Adopt the LRTP.

- ✓ The RTAC recommends and the NTRPDC Executive Board approves the Air Quality Conformity Report by vote, followed by adoption of Air Quality Adopting Resolution by vote.
- ✓ The RTAC recommends and the NTRPDC Executive Board adopts the final version of the LRTP by vote at a regularly scheduled meeting.
- ✓ Make the final version of the LRTP available on the RPO website in an accessible electronic format.
- ✓ Post notice of the LRTP adoption to the RPO webpage and social media to raise awareness.
- ✓ Submit final Air Quality Conformity Determination Report and provide copies of final LRTP and related documents to PennDOT and FHWA for approval.

9. Maintain the LRTP.

- ✓ Work with local, state, and federal partners to review the LRTP and identify need for any amendments prior to the next update cycle.

10. Implement the LRTP.

- ✓ Coordinate with PennDOT, county planners, municipal officials, and other transportation stakeholders in the implementation of the LRTP’s action items. Document and track progress.

Things to Remember

- Ensure FHWA and FTA are provided with an opportunity to participate in the LRTP development process.
- Written and oral comments received on the draft LRTP will need to be summarized and documented in the final plan. A response must be generated for comments considered significant.
- The LRTP must conform to all air quality regulations and processes (Tioga and Wyoming counties).

Optional & Non-Required Activities

- At the discretion of the RPO, the RPO staff may meet with local stakeholders, county staff, and county commissioners/other elected officials at their regularly scheduled and advertised meetings.
- Leverage social media and issue a news release upon plan adoption to raise awareness.

Development Summary



Update Schedule

Every 4 Years

(Include a kickoff meeting and allow 18-24 months for development)



Document Horizon

20+ Years



Public Review Period

30 Calendar Days

Minimum requirement prior to plan adoption



Public Meeting

One (1) meeting

Minimum requirement prior to plan adoption

Long-Range Transportation Plan (LRTP) Amendments



The LRTP may be modified between plan update cycles. Where the update is triggered by a TIP Amendment, the public participation activities may be conducted jointly. The public participation effort should follow more stringent requirements (TIP Amendment or LRTP Amendment). The following applies to modifications that occur between LRTP update cycles.

Process

1. Release the DRAFT LRTP Amendment(s).

- ✓ Provide a reasonable opportunity for comment on the plan and other related plan components (e.g., revised Air Quality Conformity Report, Environmental Justice Assessment), including a public comment period of 30 days.
- ✓ Provide DRAFT LRTP document to FHWA and FTA for review prior to the beginning of the public comment period.
- ✓ Make document available in an accessible electronic format on the RPO website.
- ✓ Distribute related documents in hard copy by mail or electronically by email to the various Indian Tribes and Nations with interests in the Northern Tier region.
- ✓ Make document available in hard copy format in the county government offices and the Northern Tier Regional Planning and Development Commission office.

2. Determine the need to provide targeted outreach for project amendments that disproportionately burden populations or concentrations of Minority, In-Poverty, LEP, or Disabled Persons.

**TRIGGER: Burdensome action or project in an area defined by one or both of the following: in a project area where the likely affected Minority, In-Poverty, LEP or Disabled persons exceeds 1,000 persons or in a Census tract where the concentration of Minority, In-Poverty, LEP, or Disabled persons exceeds two times the regional average of that population.*

- ✓ If in an area with a high concentration of LEP persons:
 - Conduct a targeted outreach activity within the project area to engage the affected population.
 - Advertise the activity in the LEP language.
 - Make amendment(s) available in an accessible electronic format on the RPO website in the affected LEP language.
- ✓ If in an area with a high concentration of Minority, In-Poverty, or Disabled persons:
 - Conduct a targeted outreach activity within the project area to engage the affected population.
 - Advertise the activity through at least two (2) agencies, community organizations, or advocacy groups that serve the affected population.
 - Make amendment(s) available in print copy format at the nearest municipal office or relevant agency or community center to the project area for easy access by the targeted population.

3. Notify the public and agencies with transportation interests of opportunities to comment.

- ✓ Publish notifications prior to the beginning of the public comment period start date and at least 14 calendar days prior to the public meeting date. This includes:
 - Legal notices in local newspapers, such as The Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, and New Age Examiner at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO's stakeholder database.
 - Web notification on the RPO webpage in an accessible electronic format.
 - Social media outreach.
- ✓ Distribute related documents in hard copy by mail or electronically to the various Indian Tribes and Nations with interests in the Northern Tier region.

- ✓ Conduct at least one (1) public meeting at an accessible location.
- 4. Document the public participation efforts.**
- ✓ Document the participation activities conducted.
 - ✓ Compile comments received and provide responses to unique and significant comments that indicate how the comment was incorporated or why a different approach was taken.
 - ✓ Post comment responses on the RPO website in an accessible electronic format as part of the final, amended LRTP after adoption.
 - ✓ If contact information has been provided, provide summary of comments and responses to those who provided comments within seven (7) calendar days.
- 5. Provide an additional seven (7) calendar day comment period if the final version of the LRTP significantly differs from the version that was made available for public comment.**
- ✓ Provide notification (by email) of the additional comment period to interested parties and all those who commented previously (and included an email address) prior to the beginning of the public comment period start date.
 - ✓ Provide the draft of the amended LRTP to FHWA and FTA for review prior to the beginning of the additional public comment period.
 - ✓ Distribute related documents in hard copy by mail or electronically to the various Indian Tribes and Nations with interests in the Northern Tier region.
 - ✓ Make document available in an accessible electronic format on the RPO website.
- 6. Adopt the LRTP Amendment(s).**
- ✓ The RTAC recommends and the NTRPDC Executive Board approves the Air Quality Conformity Report by vote, followed by adoption of Air Quality Adopting Resolution by vote.
 - ✓ The RTAC recommends and the NTRPDC Executive Board adopts the final version of the LRTP by vote at a regularly scheduled meeting (open to the public).
 - ✓ Make the final version of the LRTP available on the RPO website in an accessible electronic format.
 - ✓ Post notice of the LRTP adoption to the RPO webpage.
 - ✓ Submit final Air Quality Conformity Determination Report and provide copies of final LRTP and related documents to PennDOT and FHWA for approval.
 - ✓ Make the final version of the LRTP Amendment(s) available on the RPO website in an accessible electronic format.
 - ✓ Post notice of the LRTP Amendment(s) to the RPO website and social media to raise awareness.

Things to Remember

- Ensure FHWA and FTA are provided with an opportunity to participate in the process.
- Amendments and modifications to the LRTP should be processed in coordination with local, state, and federal partners.
- LRTP Amendment(s) must be accessible to those that may be affected by the proposed amendment(s). Targeted outreach strategies to these populations must also be included as part of the public participation process.

Optional & Non-Required Activities

- Upon the discretion of the RPO, the RPO staff may meet with local stakeholders, county staff, and county commissioners/ other elected officials at their regularly scheduled and advertised meetings.
- Engage and form partnerships with community organizations to identify outreach strategies and proactively expand the RPO's reach to populations affected by an LRTP amendment.

Development Summary



Public Review Period

30 Calendar Days

*Minimum requirement prior
to adoption*



Public Meeting

One (1) meeting

*Minimum requirement prior
to adoption*

Transportation Improvement Program (TIP) Updates



The Transportation Improvement Program (TIP) is a four-year, short-range program that consists of a prioritized list of federally funded multimodal transportation projects within the RPO region. The TIP supports the vision of the LRTP and is updated every two years. The following applies to the regular update of the TIP/STIP and the Twelve-Year Program (TYP) according to the statewide program. These procedures, notice of public involvement activities, and the time established for public review and comment also satisfy the Program of Projects requirements of Section 5307.

Process

1. Release the DRAFT TIP.

- ✓ Provide the public with reasonable opportunity to comment on the DRAFT TIP, including a public comment period of 30 days (minimum).
- ✓ Provide the DRAFT TIP update to FHWA and FTA for review prior to the beginning of the public comment period.
- ✓ Make the DRAFT TIP available in accessible electronic format on the RPO website.
- ✓ Make the DRAFT TIP available in hard copy format at county government offices and the Northern Tier Regional Planning and Development Commission office.

2. Notify the public and agencies of opportunities to comment.

- ✓ Publish notifications prior to the beginning of the public comment period start date and at least 14 calendar days prior to the public meeting date. This includes:
 - Legal notices in local newspapers, such as The Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, New Age Examiner, at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO's stakeholder database.
 - Web notification on the RPO website in an accessible electronic format.
 - Social media outreach.
- ✓ Distribute related documents in hard copy by mail or electronically by email to the various Indian Tribes and Nations with interests in the Northern Tier region.
- ✓ Conduct at least one (1) public meeting at an accessible location.

3. Document public participation efforts.

- ✓ Document the participation activities conducted.
- ✓ Compile comments received and provide responses to all unique and significant comments. These responses should indicate how the comment was incorporated or why a different approach was taken.
- ✓ Post comment responses on the RPO website in an accessible electronic format as part of the final, approved TIP.
- ✓ If contact information has been provided, provide summary of comments and responses to those who provided comments within seven (7) calendar days.

4. Provide an additional seven (7) calendar day comment period if the final version of the TIP differs significantly from the version that was made available for public comment.

- ✓ Provide notification (by email) of the additional comment period to interested parties and all those who commented previously (and included an email address) prior to the beginning of the public comment period start date.
- ✓ Provide revised DRAFT TIP to FHWA and FTA for review prior to the beginning of the additional public comment period.
- ✓ Distribute related documents in hard copy by mail or electronically to the various Indian Tribes and Nations with interests in the Northern Tier region.

- ✓ Make the revised DRAFT TIP available in an accessible electronic format on the RPO website.

5. Adopt the TIP.

- ✓ The RTAC recommends and the NTRPDC Executive Board approves the Air Quality Conformity Report by vote, followed by adoption of Air Quality Adopting Resolution by vote.
- ✓ The RTAC recommends and the NTRPDC Executive Board adopts the final version of the TIP by vote at a regularly scheduled meeting.
- ✓ Make the final version of the TIP available on the RPO website in an accessible electronic format.
- ✓ Post notice of TIP adoption to the RPO website and social media to raise awareness.
- ✓ Submit final Air Quality Conformity Determination Report and provide copies of final TIP and related documents to PennDOT and FHWA for approval.

6. Maintain the TIP.

- ✓ Work with local, state, and federal partners to process amendments and modifications to the TIP as needed (See TIP Amendments and TIP Administrative Modifications).

Things to Remember

- At least one (1) public meeting is required to present the draft TIP.
- Written and oral comments received on the draft TIP will need to be summarized and documented in the final submission. A response must be generated for comments considered significant.
- The final TIP will be made available on the RPO’s website.

Optional & Non-Required Activities

- At the discretion of the RPO, the RPO staff may meet with local stakeholders, county staff, and county commissioners/other elected officials at their regularly scheduled and advertised meetings.
- Leverage social media and issue a news release upon TIP adoption to raise awareness.

Development Summary



Update Schedule
Every 2 Years



Document Horizon
4 Years



Public Review Period
30 Calendar Days
Minimum requirement prior to TIP adoption



Public Meeting
One (1) meeting
Minimum requirement prior to TIP adoption

Transportation Improvement Program (TIP) Amendments



An “amendment” to the RPO’s Transportation Improvement Program (TIP) is a modification that occurs between TIP cycles but does not trigger a “major amendment”. The following changes qualify as an “amendment” to the TIP:

- Any action affecting air quality conformity regardless of project cost or funding source.
- Adds a new federally funded project or federalizes a project that previously was 100% state and/or locally funded.
- Removes an existing project that utilizes federal funds*
- Adds a new project phase(s), increases a current project phase, deletes a project phase(s), or decreases a current project phase that utilizes federal funds where the modification exceeds \$2 million but does not exceed \$10 million.
- Adds federal funds to a 100% non-federal funded project, exception being projects from Statewide Managed Programs.
- Results in a major change in the scope of work or schedule of a project.
- Creates a new federally funded line item.

**Exceptions that would be handled as Administrative Modifications include: (1) removal of a project that was fully obligated in the previous STIP/TIP and no longer requires federal funding; (2) a project being added from a Statewide Managed Program; (3) a project being added in response to an emergency.*

Process

1. Release the Proposed TIP Amendment(s).

- ✓ Provide the proposed TIP amendment(s) to FHWA and FTA for review.
- ✓ Make TIP amendment(s) available in accessible electronic format on the RPO website.
- ✓ Notify the RTAC of the TIP amendment(s) via the meeting packet distributed prior to committee meetings.
 - The agenda packet with the proposed TIP Amendment is distributed to the RTAC at least one week prior to each scheduled meeting.

2. Notify any interested parties of the TIP Amendment(s) via email.

3. No public review or comment period is required for a proposed TIP Amendment.

4. Adopt the TIP Amendment(s).

- ✓ The RTAC approves the final version of the TIP amendment(s) by vote at a regularly scheduled public meeting.
- ✓ Make the final version of the TIP Amendment(s) available on the RPO website in an accessible electronic format.

Things to Remember

- A TIP amendment does not require a public comment period or a public meeting.
- Advance notice to the RTAC is required for members to review the proposed Amendment(s) ahead of a regularly scheduled meeting.

Development Summary



Public Review Period
Not Required



Public Meeting
Not Required

Transportation Improvement Program (TIP) Major Amendments



An “major amendment” of the TIP is an interim modification that occurs between update cycles. The following activities qualify as a “major amendment”:

- Flexing highway funds to transit projects.
- Air quality significant amendments proposed to the TIP.
- Candidate projects deemed high profile by the RTAC.
- Adds a new project(s) from a Federal discretionary funding initiative.
- Adds a new project/project phase(s), increases current project phase, deletes a project/project phase, or decreases a current project phase where the modification exceeds \$10 million. Exceptions that would be handled as Amendments include bridge/pavement preservation projects or events requiring Urgent Remedial Measures.

Process

1. Release the Proposed TIP Major Amendment(s).

- ✓ Provide the proposed TIP amendment(s) to FHWA and FTA for review prior to the beginning of the public comment period.
- ✓ Make TIP amendment(s) available in accessible electronic format on the RPO website and in hard copy format at the Northern Tier Regional Planning and Development Commission office and county government offices.
- ✓ Notify the RTAC of the TIP amendment(s) via the meeting packet distributed prior to committee meetings.
 - The agenda packet with the proposed TIP Amendment is distributed to the RTAC at least one week prior to each committee’s scheduled meeting.

2. Determine the need to provide targeted outreach for major project amendments that disproportionately burden populations or concentrations of Minority, In-Poverty, LEP, or persons with disabilities.

**TRIGGER: Burdensome action or project in an area defined by one or both of the following: in a project area where the likely affected Minority, In-Poverty, LEP or Disabled persons exceeds 1,000 persons or in a Census tract where the concentration of Minority, In-Poverty, LEP, or Disabled persons exceeds two times the regional average of that population*

- ✓ If in an area with a high concentration of LEP persons:
 - Conduct a targeted outreach activity within the project area to engage the affected population.
 - Advertise the activity in the LEP language.
 - Make the major amendment(s) available in an accessible electronic format on the RPO website in the affected LEP language.
- ✓ If in an area with a high concentration of Minority, In-Poverty, or Disabled persons:
 - Conduct a targeted outreach activity within the project area to engage the affected population.
 - Advertise the activity through at least two (2) agencies, community organizations, or advocacy groups that serve the affected population.
 - Make the major amendment(s) available in print copy format at the nearest municipal office, relevant agency, or community center to the project area for easy access by the targeted population(s).

3. Notify the public and interested parties of opportunities to comment.

- ✓ Publish notifications prior to the beginning of the public comment period start date and at least 14 calendar days prior to the public meeting date. This includes:
 - Legal notices in local newspapers, such as The Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, New Age Examiner at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO's stakeholder database.
 - Web notification on the RPO website in an accessible electronic format.
 - Social media outreach.
- ✓ Conduct at least one (1) public meeting at an accessible location.

4. Document all public participation efforts.

- ✓ Document all public participation activities conducted.
- ✓ Compile comments received and provide responses to all unique and significant comments. These responses should indicate how the comment was incorporated or why a different approach was taken.
- ✓ Post comment responses on the RPO website in an accessible electronic format as part of the final, approved TIP major amendment.
- ✓ If contact information has been provided, provide a summary of comments and responses to those who provided comments within seven (7) calendar days.

5. If the final version of the proposed major amendment differs significantly from the version that was made available for public comment, provide an additional seven (7) calendar day public comment period.

- ✓ Provide notification (by email) of the additional comment period to interested parties and all who commented previously (and included an email address) prior to the beginning of the public comment period start date.
- ✓ Provide the revised TIP Major Amendment to FHWA and FTA for review prior to the beginning of the additional public comment period.
- ✓ Distribute related documents in hard copy by mail or electronically to the various Indian Tribes and Nations with interests in the Northern Tier region.
- ✓ Make the revised TIP Major Amendment available in accessible electronic format on the RPO website.

6. Adopt the TIP Major Amendment(s).

- ✓ The RTAC recommends, and the NTRPDC Executive Board approves the Air Quality Conformity Report by vote (if the amendment is air quality significant).
- ✓ The RTAC recommends, and the NTRPDC Executive Board approves the TIP Major Amendment at a regularly advertised and scheduled meeting.
- ✓ Submit approved TIP Major Amendment and all related documentation to PennDOT and FHWA.
- ✓ Make the final version of the TIP available on the RPO website in an accessible electronic format.
- ✓ Post notice of the TIP Major Amendment to the RPO website to raise awareness.

Things to Remember

- A TIP major amendment will require a public comment period and public meeting, which differs from a standard TIP amendment.
- Outreach related to a TIP major amendment may require targeted outreach efforts to Minority, In-Poverty, or LEP populations if the action or project is occurring in an area where these populations exceed 1,000 persons.

Development Summary



Public Review Period

30 days

Minimum requirement prior to adoption



Public Meeting

One (1) Meeting

Minimum requirement prior to adoption

Public Participation Plan



The Public Participation Plan (PPP) serves as the guidebook for how the RPO conducts its public outreach. It outlines the RPO's public participation methods, the strategies for public engagement and outreach, and state and federal regulations regarding public participation. The PPP provides the public with an overview of opportunities to be engaged.

Process

- 1. Conduct a review of the RPO's current Public Participation Plan and Title VI Program Document.**
 - ✓ Review the current PPP with the RTAC and identify the scope of the updates required.
- 2. Implement updates to the Public Participation Plan/Title VI Program Document.**
 - ✓ Determine whether the update will be completed by the RPO staff or if the update will require the help of a consultant or other third party.
- 3. Release the DRAFT PPP for public and agency comment.**
 - ✓ Provide the public with a reasonable opportunity to comment on the plan, including a public comment period of 45 days.
 - ✓ Provide the DRAFT Public Participation Plan and associated documents (e.g., Title VI, Limited English Proficiency Plans) to PennDOT's Bureau of Equal Opportunity (BEO), FHWA, and FTA for review prior to the beginning of the public comment period.
 - ✓ Make DRAFT Public Participation Plan available in an accessible electronic format on the RPO website.
 - ✓ Make DRAFT Public Participation Plan available in a hard copy format at the county government offices and the Northern Tier Regional Planning and Development Commission office.
- 4. Notify the public and agencies with transportation interests of opportunities to comment.**
 - ✓ Publish notifications prior to the beginning of the public comment period ending date and at least 14 calendar days prior to any public meeting date. This includes:
 - Legal notices in local newspapers, such as the Daily Review, Wellsboro Gazette, Sullivan Review, Susquehanna County Independent, and the New Age Examiner at a minimum.
 - News releases distributed to other newspapers and broadcast media outlets.
 - Interested parties notified via email using the RPO's stakeholder database.
 - Web notification on the RPO webpage in an accessible electronic format.
 - Social media outreach.
 - ✓ Conduct at least one (1) public meeting at an accessible location.
- 5. Document the public participation effort.**
 - ✓ Compile comments received and provide responses to unique and significant comments that indicate how the comment was incorporated or why a different approach was taken.
 - ✓ Incorporate comments and comment responses into the final Public Participation Plan document.
 - ✓ If contact information has been provided, provide summary of comments and responses to those who provided comments within seven (7) calendar days.
- 6. Provide an additional seven (7) calendar day comment period if the final version of the Updated PPP differs significantly from the version that was made available for public comment.**
 - ✓ Provide notification (by email) of the additional comment period to interested parties and all those who commented previously (and included an email address) prior to the beginning of the public comment period start date.

- ✓ Provide revised Public Participation Plan document to PennDOT’s Bureau of Equal Opportunity, FHWA and FTA for review prior to the beginning of the additional public comment period.
- ✓ Provide notice of the second public comment period and make the revised Public Participation Plan document available in an accessible electronic format on the RPO website.

7. Adopt the Updated PPP.

- ✓ The RTAC recommends and the NTRPDC Executive Board adopts the Public Participation Plan by vote at a regularly scheduled public meeting.
- ✓ Make the Public Participation Plan available on the RPO website in an accessible electronic format.
- ✓ Post notice of plan adoption to the RPO webpage and social media to raise awareness. Notify interested parties through electronic mailings.

8. Implement the Updated PPP.

- ✓ Implement the documented processes for each plan document/update to ensure public participation processes are both compliant. Begin work in implementing strategies that make the transportation planning and decision-making processes more accessible and meaningful to the public. Document the actions taken in implementing these strategies.
- ✓ Evaluate the PPP every two years and document the findings of this evaluation.

Things to Remember

- A 45-day public review and comment period is required for updates of the PPP.
- At least one (1) public meeting is required to present the draft PPP.
- Written and oral comments received on the draft plan will need to be summarized and documented in the final submission. A response must be generated for comments considered significant.
- The final plan will be made available on the RPO’s website.

Optional & Non-Required Activities

- At the discretion of the RPO, the RPO staff may meet with local stakeholders, county staff, and county commissioners/elected officials at their regularly scheduled/advertised meetings.
- Leverage social media upon PPP adoption to further raise awareness of ways to get involved in transportation planning processes.
- Conduct targeted engagement activities to gather feedback on strategies that are most effective within the draft PPP from Minority, Low-Income, LEP, and Disabled Persons.

Development Summary



Update Schedule
3 years, with periodic updates as needed



Document Horizon
Continuous



Public Review Period
45 Calendar Days
Minimum requirement prior to plan adoption



Public Meeting
One (1) meeting
Minimum requirement prior to plan adoption

Other Regionally Significant Plans

The Northern Tier RPO values public input on other regionally significant plans and programs that impact the transportation system; but may not require a formal public review and comment period (e.g., bicycle and pedestrian plan, coordinated transit-human services plan). When developing these plans, the RPO will develop an outreach plan and use a variety of methods, tools, and techniques to ensure that the public is meaningfully engaged and receives adequate opportunity to provide feedback. This could include public meetings, open houses, or surveys, among others. The RPO will also employ targeted outreach strategies to populations that may be underserved by the regional transportation system, such as minority, low-income, and LEP populations and persons with disabilities.

Evaluation of the Public Participation Plan

The Northern Tier RPO will facilitate a review of this public participation plan (and its broader Title VI program document) every two years. The findings of this review will be documented for inclusion in future updates to the plan and therefore, improve the quality of the RPO's public participation activities on a routine basis. The documentation of these evaluations may include listings of planning activities completed, accomplishments, and milestones achieved by the RPO. The process in which public participation and outreach activities are carried out are ultimately tailored and varied to support specific planning activities, as documented in the previous Public Participation Processes and Compliance section. Evaluations of the public participation plan and the broader Title VI program document are also timely, as Title VI program document updates are required to be submitted to PennDOT every three years.

Appendices

Appendix A: RPO Membership (2024)

Rural Transportation Advisory Committee (RTAC)

Mr. Matt Williams

Bradford County

Mr. Doug McLinko

Bradford County Commissioner

Mr. Rick Biery

Bradford County (retired)

Mr. Bob Getz

Sullivan County (retired)

Mr. Brian Hoffman

Sullivan County Commissioner

Mr. Fred Jugan

Sullivan County (Retired)

Mr. Sam VanLoon

Tioga County Commissioner

Mr. Marc Rice

Tioga County Commissioner

Mr. Al Quimby

PenTeleData

Ms. Lynnelle Bennett Farber

Wyoming County

Mr. Thomas Henry

Wyoming County Commissioner

Ms. Jean Ruhf

Endless Mountains Visitors Bureau

Mr. David Darrow

Susquehanna County Commissioner

Mr. Jack Conroy

Township Supervisor

Mr. Alex Comar

Township Supervisor

Mr. Justin Batiuk

PennDOT Central Office

Mr. Chris King

PennDOT District 3-0

Mr. Steve Fisher

PennDOT District 4-0

Northern Tier Regional Planning and Development Commission Executive Board

Mr. Brian Hoffman*

Sullivan County Commissioner

Mr. Daryl Miller**

Bradford County Commissioner

Mr. Ernie King**

Wyoming County Commissioner

Mr. David Darrow***

Susquehanna County Commissioner

Mr. Shane Nickerson****

Tioga County Commissioner

Mr. Zachary Gates

Bradford County Commissioner

Mr. Doug McLinko

Bradford County Commissioner

Ms. Darlene Fenton

Sullivan County Commissioner

Mr. Scott Myers

Sullivan County Commissioner

Mr. John Richlin

Fish Real Estate

Mr. Alan Hall

Susquehanna County Commissioner

Ms. Judy Herschel

Susquehanna County Commissioner

Mr. Joe Ferretti

Peoples Security Bank & Trust Co.

Mr. Marc Rice

Tioga County Commissioner

Mr. Sam VanLoon

Tioga County Commissioner

Mr. James Nobles

North Penn Comprehensive Health Services

Mr. Rick Wilbur

Wyoming County Commissioner

Mr. Thomas Henry

Wyoming County Commissioner

Mr. Mike Narcavage

Southwestern Energy

Mr. Jason Krise

First Energy (At Large Member)

**Chairperson*

***Vice-Chairperson*

****Secretary*

****Treasurer*

Appendix B: Municipalities by County

Bradford County	
Townships	Boroughs
Albany	Alba
Armenia	Athens
Asylum	Burlington
Athens	Canton
Burlington	LeRaysville
Canton	Monroe
Columbia	New Albany
Franklin	Rome
Granville	Sayre
Herrick	South Waverly
LeRoy	Sylvania
Litchfield	Towanda
Monroe	Troy
North Towanda	Wyalusing
Orwell	
Overton	
Pike	
Ridgebury	
Rome	
Sheshequin	
Smithfield	
South Creek	
Springfield	
Standing Stone	
Stevens	
Terry	
Towanda	
Troy	
Tuscarora	
Ulster	
Warren	
Wells	
West Burlington	
Wilmot	
Windham	
Wyalusing	
Wysox	
Sullivan County	
Townships	Boroughs
Cherry	Dushore
Colley	Eagles Mere
Davidson	Forksville
Elkland	Laporte
Forks	
Fox	
Hillsgrove	

Laporte	
Shrewsbury	
Susquehanna County	
Townships	Boroughs
Apolacon	Forest City
Ararat	Friendsville
Auburn	Great Bend
Bridgewater	Hallstead
Brooklyn	Hop Bottom
Choconut	Lanesboro
Clifford	Little Meadows
Dimock	Montrose
Forest Lake	New Milford
Franklin	Oakland
Gibson	Susquehanna Depot
Great Bend	Thompson
Harford	Uniondale
Harmony	
Herrick	
Jackson	
Jessup	
Lathrop	
Lenox	
Liberty	
Middletown	
New Milford	
Oakland	
Rush	
Silver Lake	
Springville	
Thompson	
Tioga County	
Townships	Boroughs
Bloss	Blossburg
Brookfield	Elkland
Charleston	Knoxville
Chatham	Lawrenceville
Clymer	Liberty
Covington	Mansfield
Deerfield	Roseville
Delmar	Tioga
Duncan	Wellsboro
Elk	Westfield
Farmington	
Gaines	
Hamilton	
Jackson	
Lawrence	
Liberty	
Middlebury	
Morris	

Nelson	
Osceola	
Putnam	
Richmond	
Rutland	
Shippen	
Sullivan	
Tioga	
Union	
Ward	
Westfield	
Wyoming County	
Townships	Boroughs
Braintrim	Factoryville
Clinton	Laceyville
Eaton	Meshoppen
Exeter	Nicholson
Falls	Tunkhannock
Forkston	
Lemon	
Mehoopany	
Meshoppen	
Monroe	
Nicholson	
North Branch	
Northmoreland	
Noxen	
Overfield	
Tunkhannock	
Washington	
Windham	

Appendix C: Example Legal Advertisement or Notice

PUBLIC REVIEW NOTICE

The Northern Tier Regional Transportation Improvement Program document includes the major capital highway, bridge and transit projects that are proposed for the federal fiscal years 2025 through 2028 for **Bradford, Sullivan Susquehanna, Tioga and Wyoming Counties**.

The Northern Tier Regional Planning and Development Commission and Pennsylvania Department of Transportation invite the citizens of the region to review this document. This document will be available for a 30-Day Public Review and Comment period beginning **Thursday, May 9, 2024** and continuing through **Friday, June 7, 2024**. Copies of this document are available for review online at www.northerntier.org.

Written comments will be accepted **on or before June 7, 2024** and can be mailed to:

Mr. Brian Baker
NTRPDC
312 Main Street
Towanda, PA 18848

For more information on the Northern Tier RPO's Title VI program and the procedures to file a complaint, please contact Bonnie Warner, Workforce Quality Specialist, by phone at 570-265-1513, by email at warner@northerntier.org or by visiting Northern Tier Regional Planning and Development Commission at 312 Main Street, Towanda, PA 18848. If information is needed in another language, please call 570-265-1513.

PUBLIC MEETING NOTICE

For the Adoption of the Northern Tier Regional Transportation Improvement Program

A **Public Meeting/Microsoft Teams meeting** will be held **Wednesday, May 22, 2024**, to receive comments and questions related to the 2025 through 2028 Northern Tier Regional Transportation Improvement Program. This Public Meeting/Conference Call will be held from **10:00 AM till 11:00 AM, Wednesday, May 22, 2024 via Microsoft Teams.**

The onsite Public Meeting will be held at the Northern Tier Regional Planning and Development Conference room from **10:00 AM till 11:00 AM, Wednesday, May 22, 2024** at:

**123 Main Street
Towanda, PA 18848**

Contact Brian Baker at baker@northerntier.org or 570-265-1540 to receive the Microsoft Teams information to participate in the meeting.

Contact: Mr. Brian Baker
NTRPDC
312 Main Street
Towanda, PA 18848
(570) 265-1540 or (888) 868-8800

For more information on the Northern Tier RPO's Title VI program and the procedures to file a complaint, please contact Bonnie Warner, Workforce Quality Specialist, by phone at 570-265-1513, by email at warner@northerntier.org or by visiting Northern Tier Regional Planning and Development Commission at 312 Main Street, Towanda, PA 18848. If information is needed in another language, please call 570-265-1513.

**Appendix D: Public Participation Plan, Title VI Plan, Limited English Proficiency
Plan Public Meeting Presentation**



Public Participation, Title VI, Limited English Proficiency Plans
Public Meeting

January 22, 2025

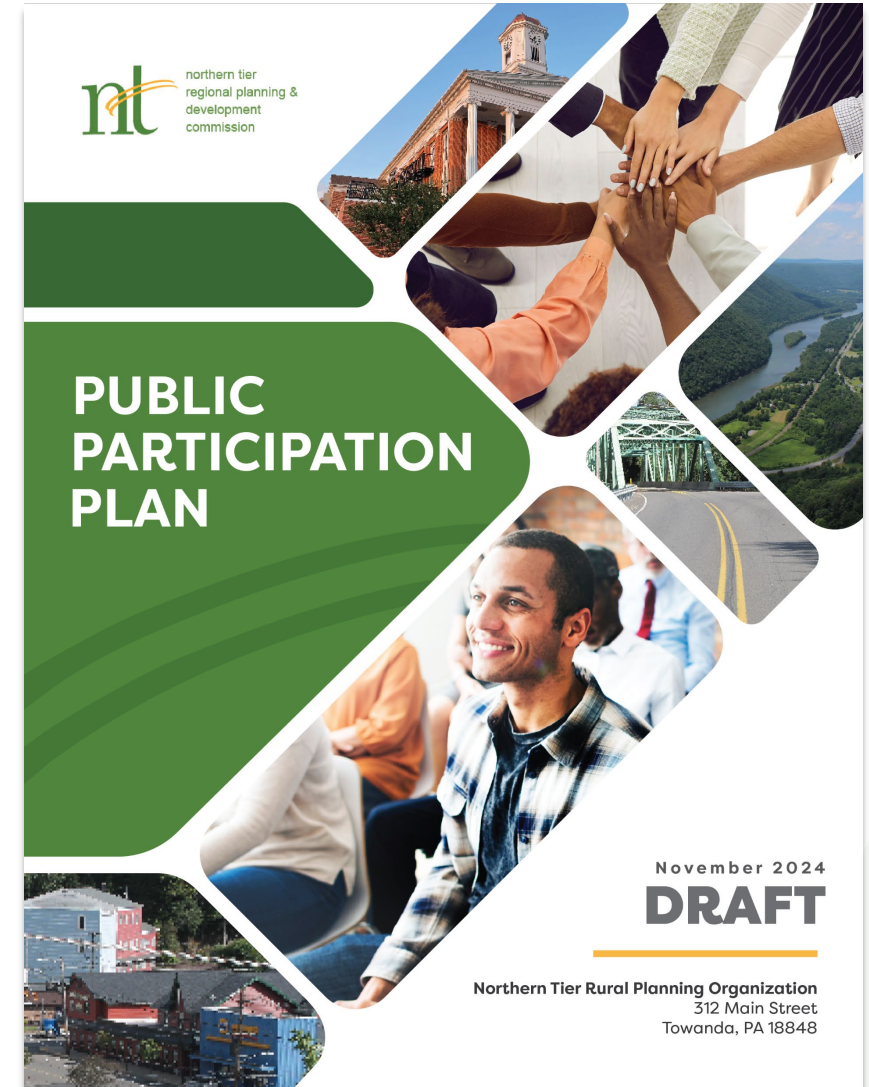
Michael Baker
INTERNATIONAL

Three Plan Updates

- 1 Public Participation Plan (PPP)** – A playbook for timely and meaningful opportunities for public involvement
- 2 Title VI Non-Discrimination Plan** – Documents the efforts the RPO undertakes to ensure compliance with the rules and regulations outlined in Title VI and other non-discrimination regulations
- 3 Limited English Proficiency (LEP) Plan** – Establishes a clear strategy that ensures meaningful access to the RPO's planning and decision-making processes by LEP individuals

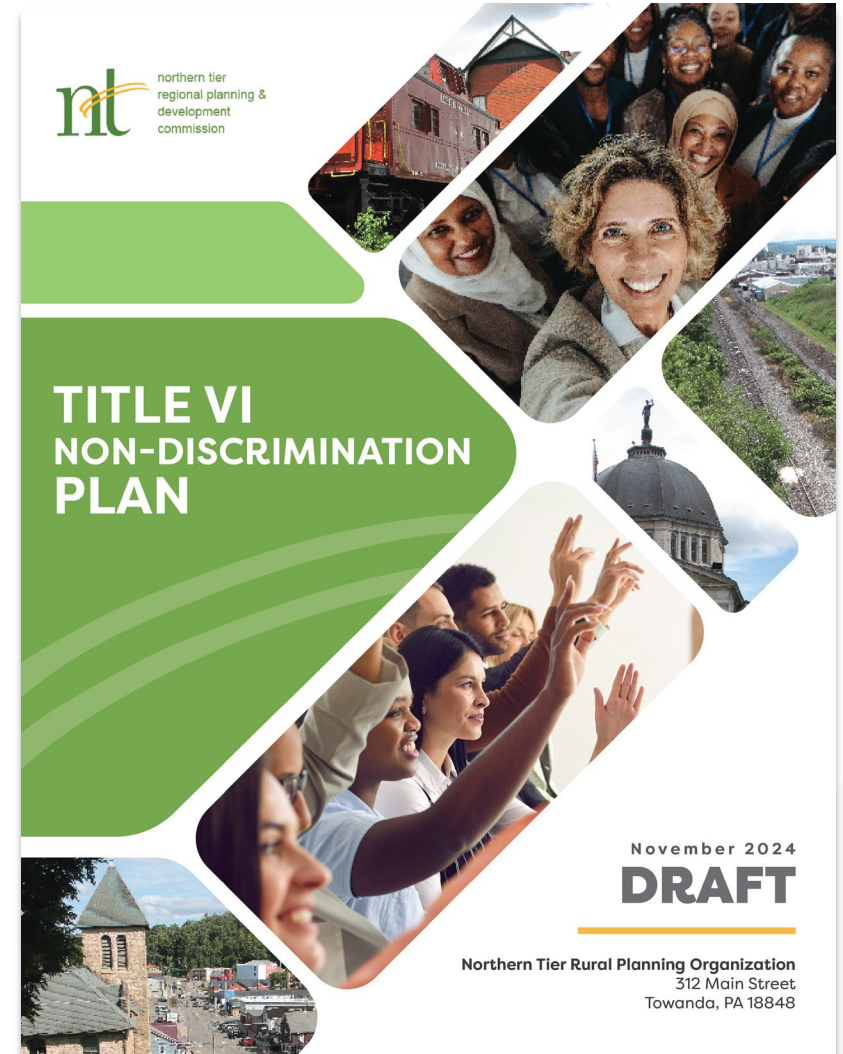
Notable PPP Updates

- Updated demographic information
- Refines/adds new public engagement strategies to reflect latest outreach techniques used by the RPO
- Updated information on virtual engagement
- Process checklists for major planning initiatives



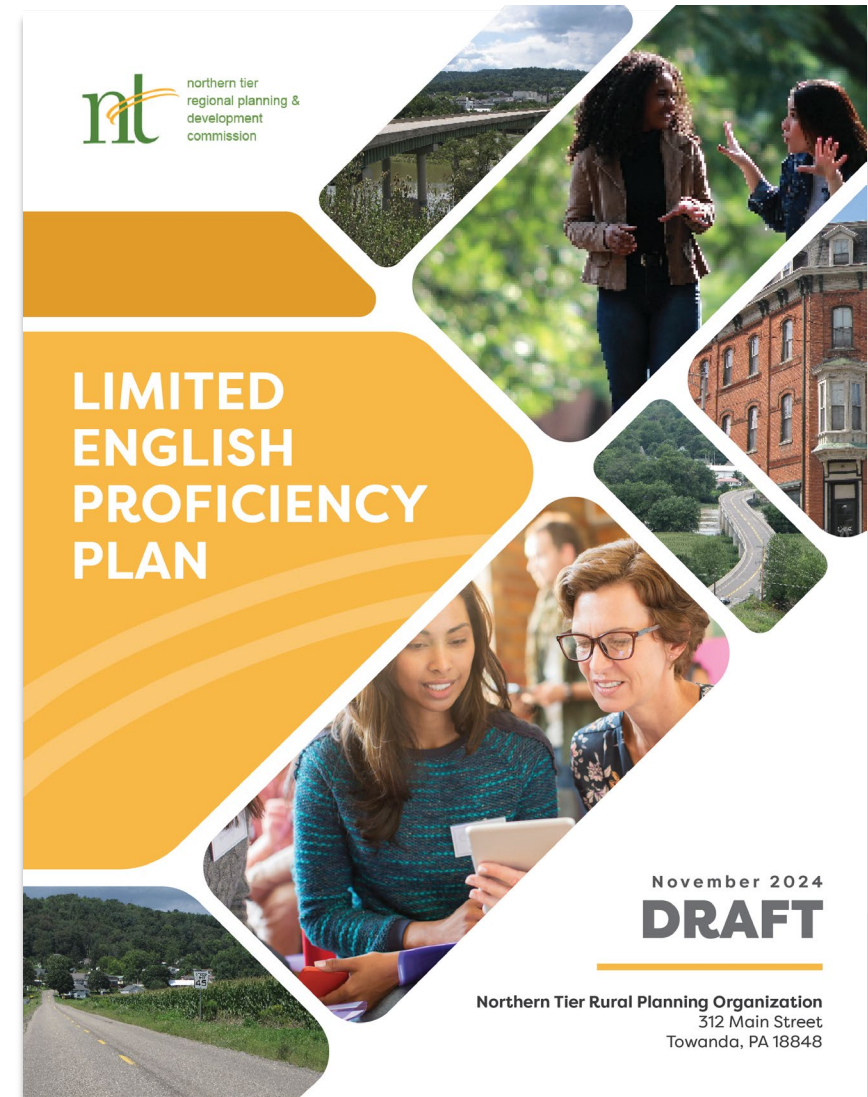
Notable Title VI Plan Updates

- Addresses changes in language interpretation services
- Includes new action strategies for increased accessibility/transparency in the RPO's Title VI Program
- Updated outreach tools and strategies to improve program access
- Linkage to the public participation plan



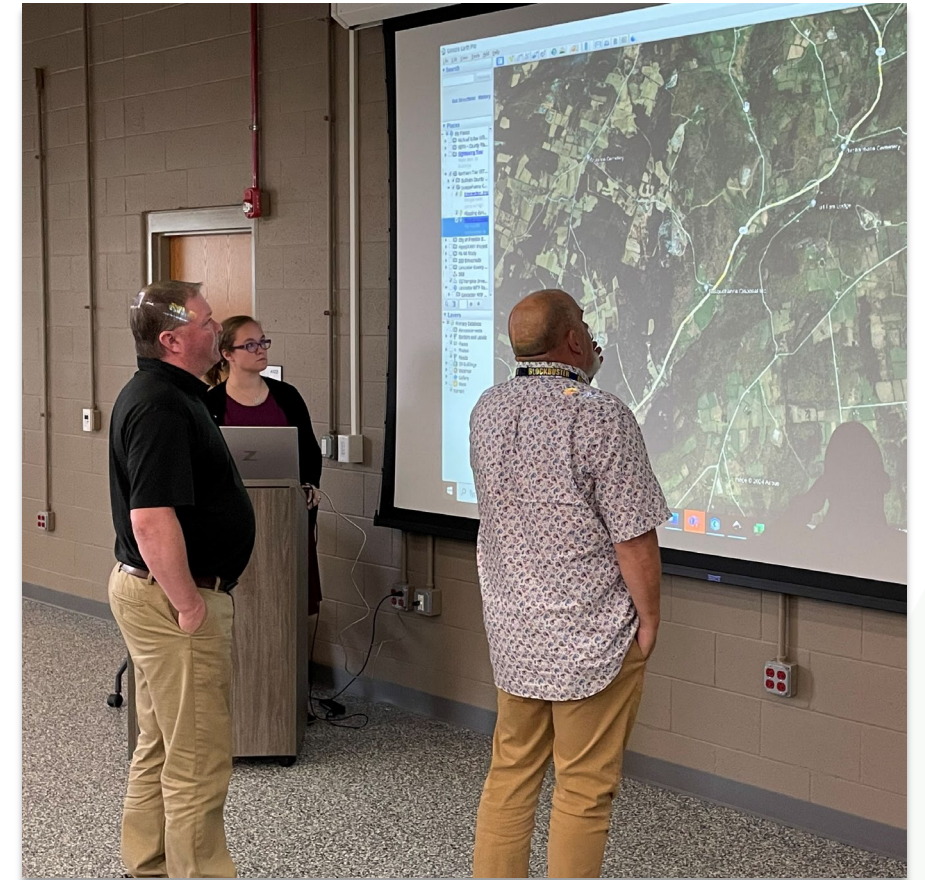
Notable LEP Plan Updates

- Conducted a four-factor analysis
- Developed a “Notice of Language Services”
- Offers updated language assistance measures and strategies
- Addresses changes in language interpretation services



Public Review and Comment Period

- 45-day public review and comment period
December 13, 2024 – January 27, 2025
- Public meeting:
Wednesday, January 22 at 10:00am
NTRPDC Conference Room
- Draft plans will be made available on the RPO's website



Contact Information



Brian Baker

Northern Tier Regional Planning and Development Commission
Email: baker@northerntier.org

Brett Voloshin

Northern Tier Regional Planning and Development Commission
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Brian Funkhouser, AICP

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Danyel Patrick

Michael Baker International
Email: danyel.patrick@mbakerintl.com

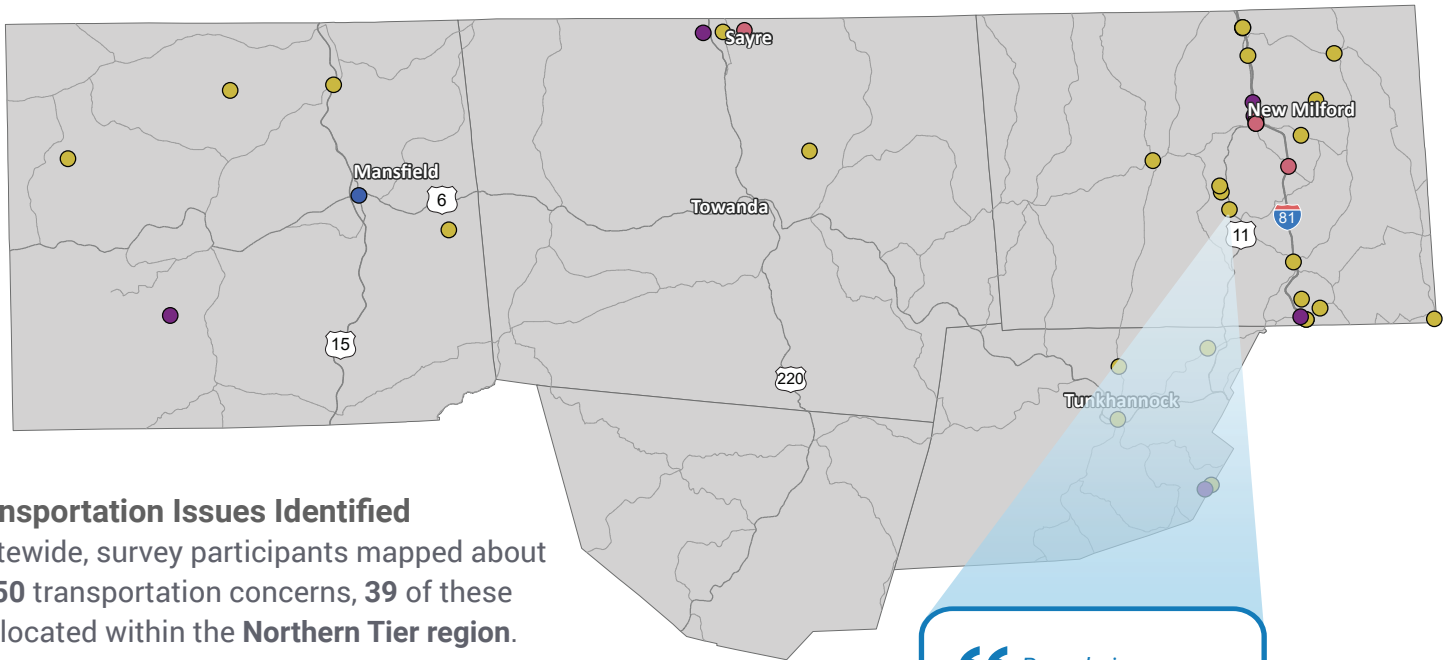
Appendix E: 2023 STC Survey Summary for the Northern Tier Region



State Transportation
 Commission

A CLOSER LOOK AT YOUR REGION

The State Transportation Commission held a 60-day Public Comment Period for the 2025 12-Year Program (TYP) Update from March 1, through April 30, 2023. The public was invited to provide input through taking the Transportation Survey and participating in an Online Public Forum. The Online Public Forum, held on Wednesday, April 12, was broadcasted on a webinar platform with a call-in option, and on Facebook Live. The public could also request assistance to participate in the Survey or Public Forum by contacting PennDOT’s Program Center by email or phone. All public feedback received was reviewed and compiled to convey current transportation priorities and trends statewide and regionally for the benefit of the Metropolitan and Rural Planning Organizations (MPOs and RPOs) across the commonwealth.



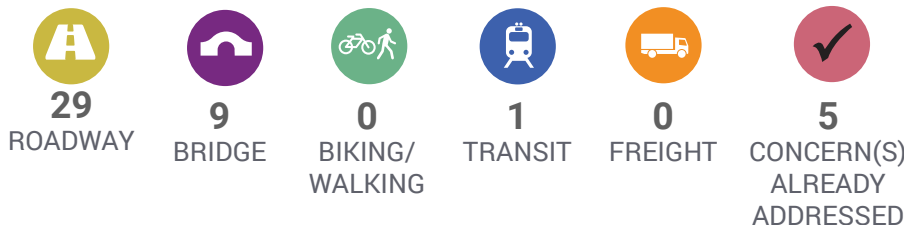
Transportation Issues Identified

Statewide, survey participants mapped about **4,250** transportation concerns, **39** of these are located within the **Northern Tier region**.

During the mapping exercise, some survey participants discovered their concerns were already addressed by projects on the 2023 TYP. See the map and data below for more details.

Number of Issues Identified

The icons below correspond with the same color dots on the map.



“ Poor drainage results in frequent ice in intersection. ”
 Local Survey Participant

Examples of a 2023 TYP Project that Addressed Public Concerns

- SR 11, SR 492, SR 848 INTERSECTION IMPROVEMENT
- POTTER ROAD TO NEW YORK LINE RESURFACE
- I-81 EXIT 219 INTERCHANGE IMPROVEMENT



2025 12-Year Program Update: Regional Transportation Survey Summary
**NORTHERN TIER REGIONAL PLANNING & DEVELOPMENT
 COMMISSION (NORTHERN TIER)**

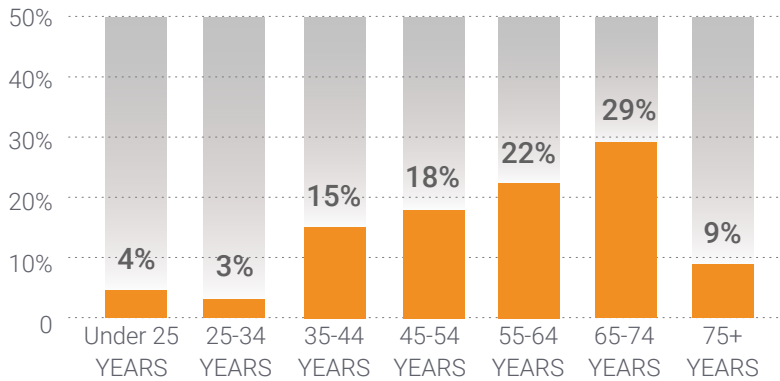
State Transportation
 Commission

ABOUT THE SURVEY PARTICIPANTS IN YOUR REGION

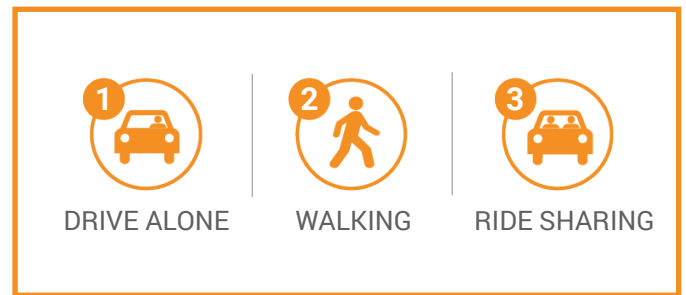
Over 10,000 individuals participated in the survey statewide, and **80** of the survey participants identified with the **Northern Tier region** through feedback provided. Learn more about the participants from this region.

Male	36	51%
Female	32	46%
Third gender/Nonconforming	0	0%
I prefer to self-describe	0	0%
I prefer not to answer	2	3%

Age



Top Transportation Modes



Transportation Priorities Ranking

- 1 ROAD PAVEMENT**
 Repairing, restoring, reconstructing, and maintaining Pennsylvania's 120,000 miles of state and local roadways to improve your travel
- 2 BRIDGES**
 Repairing, replacing, and maintaining Pennsylvania's 31,000 state and local bridges
- 3 INTERSTATE HIGHWAY**
 Specific, prioritized investments in reconstructing Pennsylvania's 1,868 miles of interstate highway
- 4 TRAFFIC FLOW**
 Using technology to improve traffic flow and construction of new roads and additional travel lanes to safely move people and goods more efficiently
- 5 FREIGHT**
 Modern highways, railways, airports, and waterways to support the economy and ensure the efficient movement of goods and services
- 6 WALKING**
 Accessible and connected routes to get you where you need to go safely
- 7 PASSENGER RAIL**
 Intercity and commuter rail service across Pennsylvania with out-of-state connections
- 8 AVIATION**
 Modern facilities, operations, and a wide range of commercial airline choices at airports
- 9 BICYCLING**
 Safe bicycle routes and facilities throughout the commonwealth to get you where you need to go
- 10 TRANSIT**
 Accessible and timely public transportation that covers an extensive service area and crosses regions

Appendix G: Limited English Proficiency Plan



northern tier
regional planning &
development
commission

LIMITED ENGLISH PROFICIENCY PLAN



February 2025

Final

Northern Tier Rural Planning Organization
312 Main Street
Towanda, PA 18848



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Northern Tier Regional Planning and Development Commission Alliance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Northern Tier Regional Planning and Development Commission does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Northern Tier Regional Planning and Development Commission will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Northern Tier Regional Planning and Development Commission's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Northern Tier Regional Planning and Development Commission will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Northern Tier Regional Planning and Development Commission offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Northern Tier Regional Planning and Development Commission, should contact Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Northern Tier Regional Planning and Development Commission to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Northern Tier Regional Planning and Development Commission is not accessible to persons with disabilities should be directed to Bonnie Warner, ADA Coordinator, at 570-265-1513 or warner@northerntier.org.

The Northern Tier Regional Planning and Development Commission will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

**NORTHERN TIER RURAL PLANNING ORGANIZATION (NORTHERN TIER RPO)
NOTIFICATION OF PROTECTIONS TO THE PUBLIC OF RIGHTS UNDER TITLE VI AND OTHER NON-
DISCRIMINATION REGULATIONS WITH INSTRUCTIONS ON HOW TO FILE A COMPLAINT**

It is the policy of the Northern Tier RPO to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, low income, national origin, or Limited English Proficiency, be excluded from participation in, be denied benefits of, or be subjected to discrimination under its programs and planning activities, as provided by civil rights statutes, executive orders, regulations, and policies applicable to the programs and activities it administers. This includes Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990.

Any person who believes they – or with a specific class of persons – have been aggrieved by any unlawful discriminatory practice may file a complaint. All complaints received are documented and investigated by the appropriate agency.

For more information about the Northern Tier RPO's civil rights program and the procedures to file a complaint, or to get information in another language, please contact:

Title VI Compliance Officer/ADA Coordinator

Attn: Bonnie Warner

Northern Tier Regional Planning and Development Commission

312 Main Street

Towanda, PA 18848

570-265-1513

warner@northerntier.org

Once a complaint is submitted, an acknowledgement of receipt will be provided to the individual submitting the complaint in writing within 15 calendar days. The complaint will then be forwarded to the Pennsylvania Department of Transportation (PennDOT) and the appropriate federal agency for further review and investigation. Complaints and/or allegations received in alternative formats, such as by phone, will be transcribed and provided to the complainant for review and signature.

Alternatively, complaints may be filed with PennDOT, the Federal Highway Administration's Pennsylvania Division Office, the Federal Highway Administration's Headquarters Office of Civil Rights, the Federal Transit Administration, the United States Department of Transportation, the US Department of Justice, or the Northern Tier Regional Planning and Development Commission (staff agency for the Northern Tier RPO).

ATTENTION If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Language Taglines

English

ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

Spanish

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Polish

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer (570) 265-9103.

Vietnamese

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi (570) 265-9103.

Korean

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. (570) 265-9103으로 전화하십시오.

French

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le (570) 265-9103. »

Somali

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac (570) 265-9103.

Russian

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: (570) 265-9103.

Ukrainian

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: (570) 265-9103.

Simplified Chinese

请注意：如果您说英语以外的另一种语言，我们可以为您提供语言帮助服务。请致电 (570) 265-9103.

Traditional Chinese

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電 (570) 265-9103

Arabic

تنبيه: إذا كنت تتحدث لغة أخرى غير اللغة الإنجليزية، يمكننا توفير خدمات المساعدة اللغوية لك. اتصل بالرقم 570 265 9103

Burmese

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1
(570) 265-9103 သို့ ခေါ်ဆိုပါ။

Japanese

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。電話 (570) 265-9103

Italian

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama (570) 265-9103.

Nepali

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। (570) 265-9103 मा फोन गर्नुहोस्।

Urdu

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرائی جاسکتی ہے۔ براہ کرم (570) 2659103 پر کال کریں۔

Greek

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε (570) 265-9103.

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Introduction

About Northern Tier Regional Planning and Development Commission

The Northern Tier Regional Planning and Development Commission (NTRPDC) is one of seven sub-state regional agencies designated as a Local Development District (LDD) by the state and federal governments to enhance economic and community development activities in the Commonwealth of Pennsylvania. NTRPDC's service area encompasses the counties of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming. The Commission offers a wide range of programs and services, including: business financing, export counseling, government contract assistance, internet and technology assistance, grant writing services, transportation planning, and workforce development.

Under its transportation planning services, NTRPDC serves as the Rural Planning Organization (RPO) for the region's five counties and guides the transportation planning and decision-making process. It works with partners at all levels of government for the ongoing development, maintenance, and operation of the region's multimodal transportation system. Through memoranda of understanding with PennDOT, the NTRPDC and other RPOs in Pennsylvania are held to the same federal transportation planning requirements as the state's Metropolitan Planning Organizations (MPOs).

What is Limited English Proficiency?

Limited English Proficiency (LEP) is a term used to describe individuals who do not speak English as their primary language and have a limited ability to speak, read, write, or understand English. Under federal regulations and executive orders, individuals considered to be limited English proficient ("LEP individuals") may be entitled to language assistance with respect to a particular type of service, benefit, or encounter.¹

What is the Limited English Proficiency (LEP) Plan?

In 2000, President Bill Clinton signed Executive Order 13166 titled "Improving Access to Services for Persons with Limited English Proficiency" to clarify Title VI of the Civil Rights Act of 1964 ("Title VI") and ensure accessibility of programs and services to otherwise eligible individuals not proficient in the English language. Under this executive order, LEP individuals are entitled to language assistance under Title VI and all agencies receiving federal financial assistance are required to develop plans to improve LEP access to their programs and activities by LEP persons.

As a subrecipient of federal transportation funding through the U.S. Department of Transportation, the Northern Tier RPO must meet the requirements of this executive order to be in compliance with Title VI. As such, the RPO must develop a regional LEP plan and take "measurable steps" to ensure ample opportunity for LEP populations to participate in regional transportation planning and decision-making.

The RPO's LEP Plan is just one component of its overall public participation strategy, which is further documented in its Public Participation Plan and Title VI/Non-Discrimination Plan. The purpose of the RPO's LEP plan is to understand how to identify a person who may need language assistance, outline the ways in which language assistance may be provided, and how to notify LEP persons that language assistance services are available to them.

¹ https://www.lep.gov/sites/lep/files/media/document/2020-03/042511_QA_LEP_General_0.pdf

Limited English Proficiency Four-Factor Analysis

One of the compliance processes outlined in the US Department of Justice’s Limited English Proficiency Guidance documentation is an LEP four-factor analysis, a technique for organizations to examine the presence of LEP populations in their service area. The analysis is designed to help federal funding recipients and sub-recipients, like the Northern Tier RPO, develop a plan with cost-effective and meaningful strategies for communications and engagement with LEP populations.

The four factors include:

1. The number and proportion of LEP persons served or encountered in the eligible service population.
2. The frequency with which LEP persons come into contact with the program, activity, or service provided.
3. The nature and importance of the program, activity, or service provided by the program to LEP persons.
4. The resources available to the recipient and costs associated with providing meaningful access to LEP persons.

Factor 1: Number of LEP Persons Encountered in the Northern Tier Region

A comprehensive understanding of language demographics is necessary in order to identify where LEP populations are located within the region and to determine the most efficient outreach and implementation strategies. Factor 1 of an LEP four-factor analysis evaluates the number of LEP persons served as well as the concentration of LEP persons in a given service area population. In the case of the Northern Tier RPO, the total population within the region’s five member counties – Bradford, Sullivan, Susquehanna, Tioga, and Wyoming – is considered the service population.

LEP Populations in the Northern Tier Region

Regional language demographics were interpreted using the most recent five-year estimates from the U.S. Census Bureau’s American Community Survey (ACS). The data included in the analysis covers the five-year period of 2018-2022. The dataset for “Language Spoken at Home for the Population 5 Years and Over” (Table S1601) was compiled and mapped at the block group level. For the purposes of this analysis, an individual who speaks English “less than very well” or “not at all” is considered an LEP person.

Table 1 summarizes LEP populations for all language groups in the Northern Tier region compared to Pennsylvania, statewide. Of the region’s total population 5 years and older, 1,220 persons or less than one percent are estimated to be LEP persons. This percentage is significantly lower than that of Pennsylvania, statewide. While the Northern Tier’s overall population is primarily English-speaking and its share of LEP individuals is small, the RPO will continue to ensure it is taking steps to improve and ensure that regional transportation planning and decision-making is accessible to LEP individuals.

Table 1: Total LEP Population (All Language Groups), Northern Tier RPO and Pennsylvania

	Northern Tier RPO		Pennsylvania	
	Estimate	% of Total Population	Estimate	% of Total Population
Total Population (5 Years and Older)	163,325		12,300,637	
Total LEP Population <i>All Language Groups</i> Speak English "less than very well"	1,220	0.7%	558,725	4.5%

Source: ACS 5-Year Estimates (2022), Table S1601

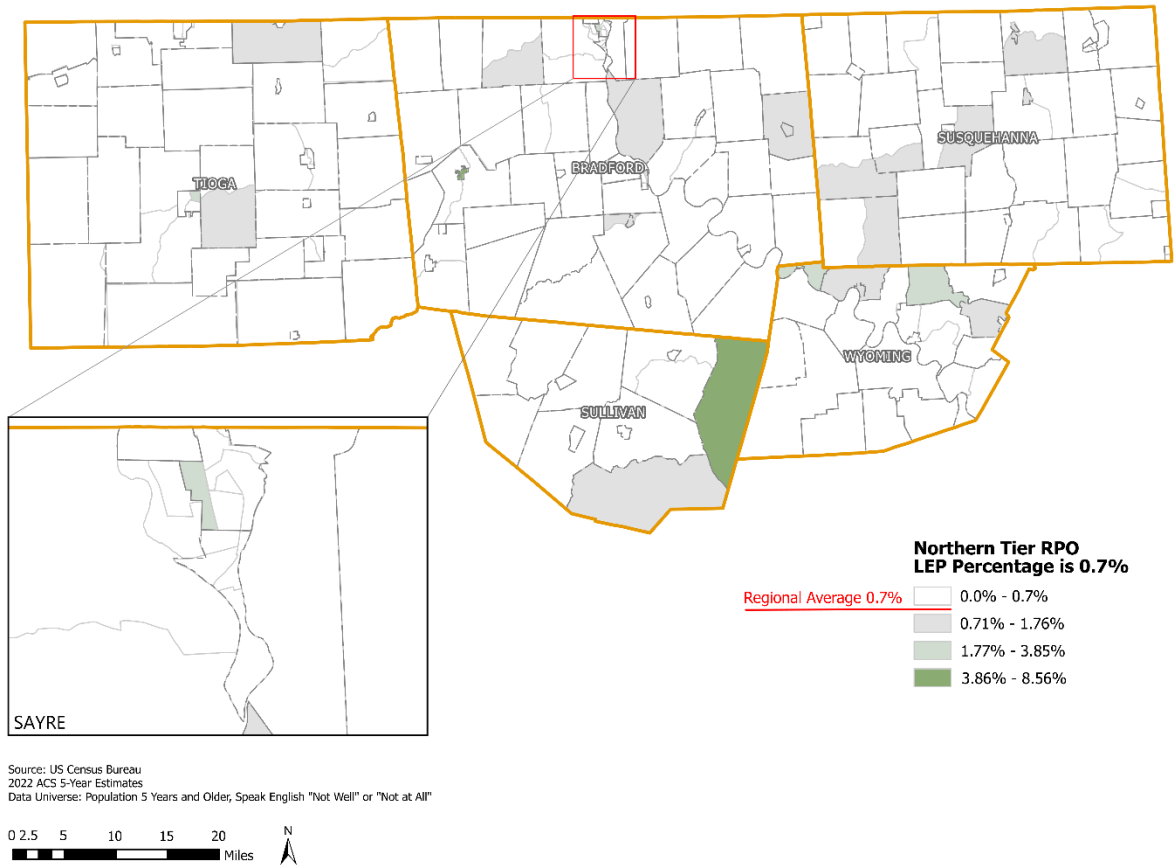
When compared by county, Sullivan County has the highest proportion of LEP persons in the region at 1.5 percent, followed by Bradford County at 1.0%. The region's other three counties – Susquehanna, Tioga, and Wyoming – have a total LEP population share of less than 1 percent, as shown in **Table 2**. **Figure 1** depicts the region's LEP concentrations by block group.

Table 2: Total LEP Populations (All Language Groups) by County

County	Total Population (5 Years and Older)	All Language Groups – Limited English Proficiency	
		Speak English "Less than Very Well"	% of Total Population
Bradford	56,751	563	1.0%
Sullivan	5,711	86	1.5%
Susquehanna	36,737	251	0.7%
Tioga	39,119	188	0.5%
Wyoming	25,007	132	0.5%
Total	163,325	1,220	0.7%

Source: ACS 5-Year Estimates (2022), Table S1601

Figure 1: Limited English Proficiency Concentrations, Northern Tier Region



Concentrations of LEP persons at or above the region's average of 0.7% are found in the following municipalities:

Bradford	Sullivan	Susquehanna	Tioga	Wyoming
Le Raysville Borough	Colley Township	Auburn Township	Charleston Township	Braintrim Township
Monroe Township	Davidson Township	Bridgewater Township	Lawrence Township	Clinton Township
Monroe Borough		Great Bend Borough	Wellsboro Borough	Factoryville Borough
Pike Township		Great Bend Township		Laceyville Borough
Ridgebury Township		Hallstead Borough		Lemon Township
Sayre Borough		Jessup Township		Meshoppen Borough
Towanda Borough		New Milford Borough		Meshoppen Township
Troy Borough		Rush Township		

Most Prominent LEP Languages in the Northern Tier Region

Table 3 summarizes information related to the most populous LEP language groups in the region.

Table 3: Northern Tier LEP Populations by Language Group

Language Group	Population Estimate (5 Years and Older)	% of Regional Population	% of Language Group Population
Total Population	163,325		
LEP Language Groups – Speak English “Less Than Very Well”			
Spanish	610	0.37%	47%
Other Indo-European Languages	388	0.24%	24.8%
Asian & Pacific Island Languages	210	0.13%	32%
Other Languages	12	0.01%	12.5%

Source: ACS 5-Year Estimates (2022), Table S1601

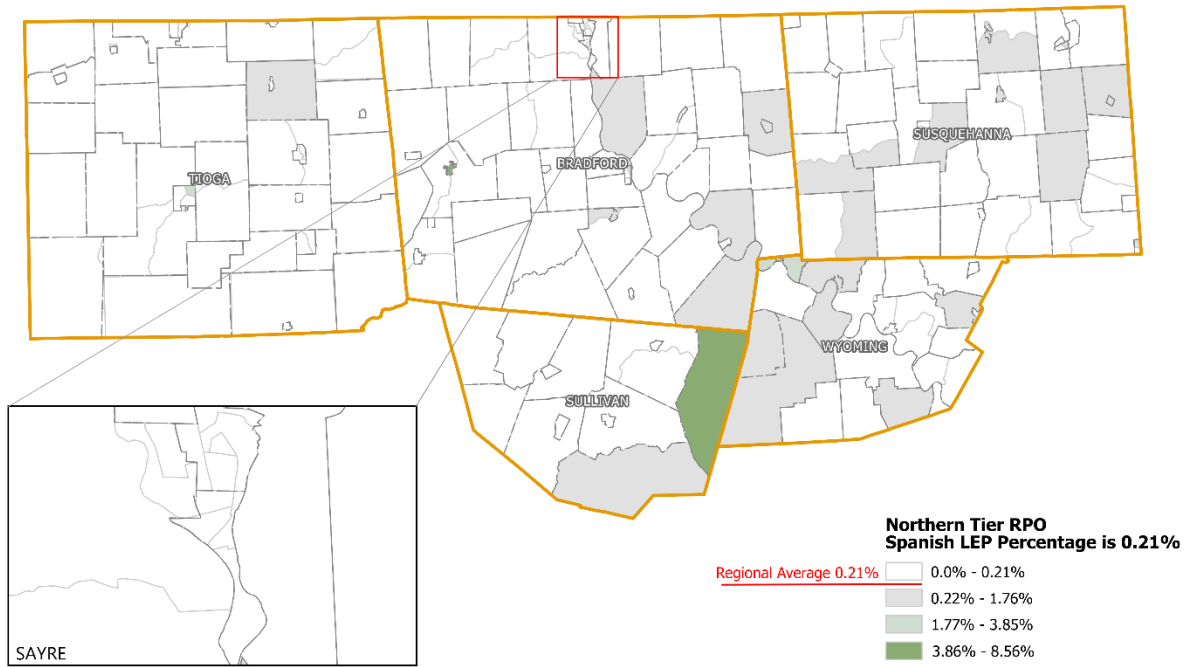
While the LEP share of the Northern Tier’s overall population is small, the share of individuals speaking English “less than very well” within each language group population show that nearly half of the region’s Spanish-speaking population is comprised of LEP individuals, followed by the Asian and Pacific Island language group at 32 percent. One quarter of individuals speaking Indo-European languages in the region are considered to be limited English proficient.

By conducting a spatial analysis of this data, the RPO can identify where concentrations of these language groups are located throughout the region. This allows for a better understanding of language groups that may qualify under the federal Safe Harbor provision. LEP concentrations of each language group at the block group level are shown in **Figures 2-5**.

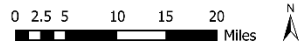
Safe Harbor Provision

The Safe Harbor provision is considered the most prevalent guideline in determining what language-specific services are needed and what those services should entail. This provision was created as part of the U.S. Department of Justice’s LEP guidance and states that “vital documents” must be accessible to LEP populations with more than 1,000 persons or make up at least 5 percent of the total regional population (whichever is less). In the case of the Northern Tier region, the Safe Harbor provision is not triggered by any language group as all are below the 1,000-person and 5 percent threshold. Although this does not require the RPO to translate “vital documents” per federal regulation, the RPO will do its due diligence and ensure it continues to maintain a clear, accessible process for individuals to request translations of its transportation planning documents that convey critical information to the public.

Figure 2: Spanish LEP Concentrations



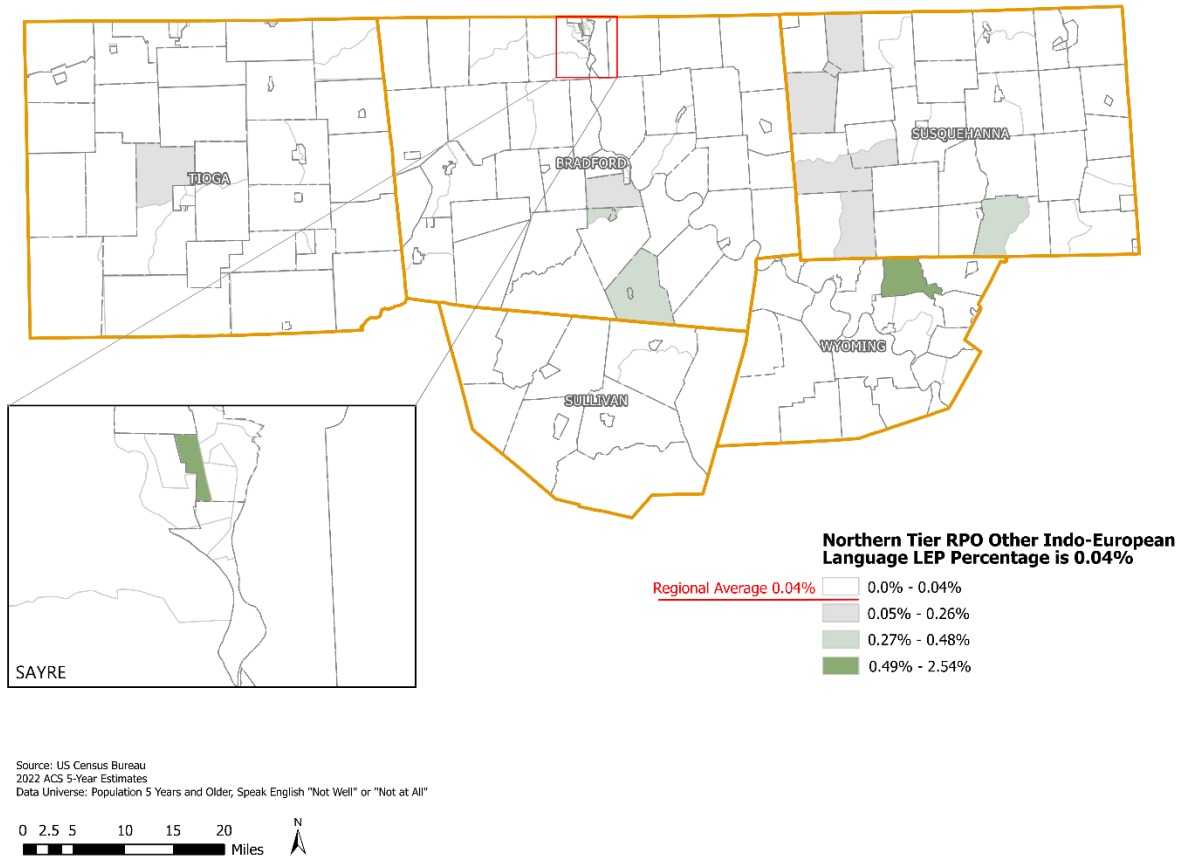
Source: US Census Bureau
2022 ACS 5-Year Estimates
Data Universe: Population 5 Years and Older, Speak English "Not Well" or "Not at All"



Concentrations of Spanish speaking LEP populations that are at or above the regional average of 0.21 percent are found in the following municipalities:

Bradford	Sullivan	Susquehanna	Tioga	Wyoming
Le Raysville Borough	Colley Township	Auburn Township	Tioga Township	Braintrim Township
Monroe Borough	Davidson Township	Bridgewater Township	Wellsboro Borough	Clinton Township
Monroe Township		Gibson Township		Factoryville Borough
Pike Township		Great Bend Borough		Forkston Township
Sheshequin Township		Hallstead Borough		Laceyville Borough
Towanda Borough		Jackson Township		Mehoopany Township
Troy Borough		Jessup Township		Meshoppen Borough
Wilmot Township		New Milford Borough		Meshoppen Township
Wyalusing Township		Rush Township		North Branch Township
		Susquehanna Depot Borough		Northmoreland Township
		Thompson Borough		
		Thompson Township		

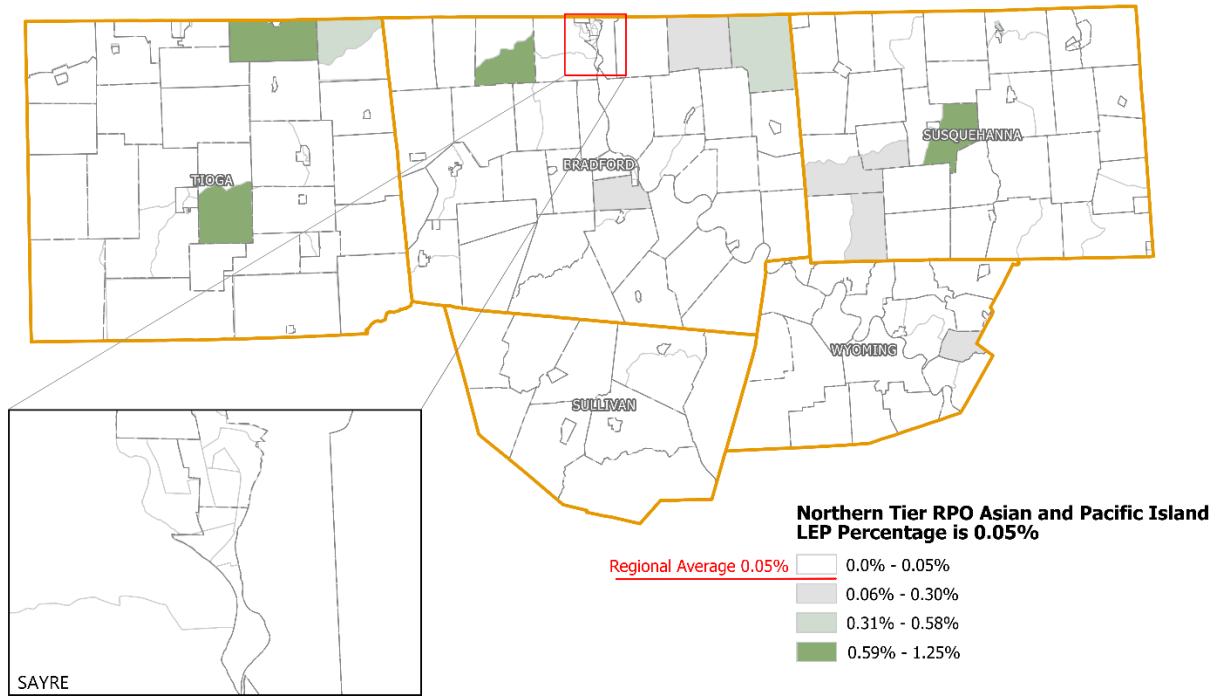
Figure 3: Other Indo-European Languages - LEP Concentrations



The U.S. Census Bureau’s documentation on language groups states that the “Other Indo-European” language group includes individuals speaking French, Haitian, Italian, Portuguese, German, West Germanic languages, Greek, Russian, Polish, Serbo-Croatian, Slavic languages, Armenian, Hindi, and Indic languages among others. In the Northern Tier region, only 0.04 percent of LEP individuals fall within this language group, with concentrations in the following municipalities:

Bradford	Susquehanna	Tioga	Wyoming
Albany Township	Auburn Township	Delmar Township	Lemon Township
Monroe Borough	Choconut Township	Lawrenceville Borough	
New Albany Borough	Friendsville Borough		
Sayre Borough	Jessup Township		
Towanda Township	Lenox Township		
	Middletown Township		
	Rush Township		

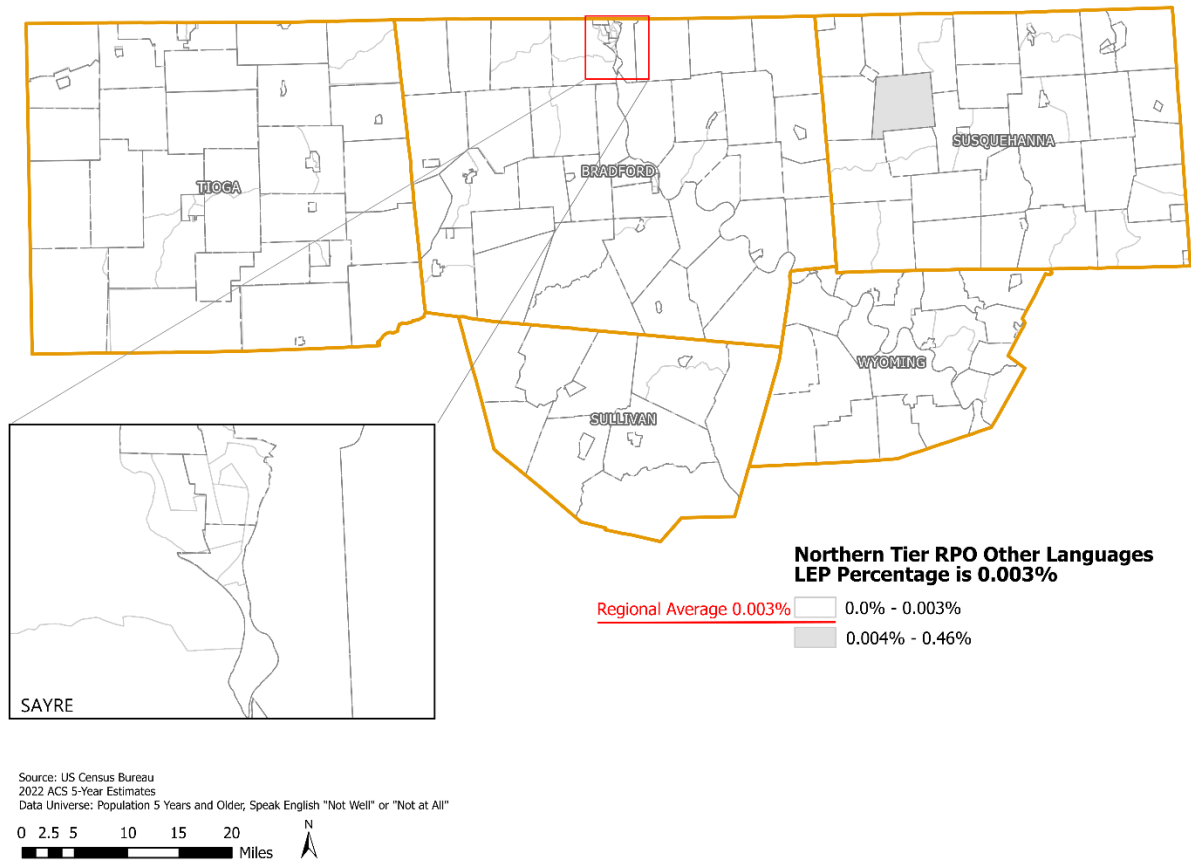
Figure 4: Asian and Pacific Island Languages - LEP Concentrations



The U.S. Census Bureau defines the “Asian and Pacific Island Languages” group as individuals speaking Chinese (including Mandarin and Cantonese), Japanese, Korean, Hmong, Vietnamese, Khmer, Thai, Tagalong/Filipino, other Tai-Kadai, and Austroneisan languages. In the Northern Tier region, LEP individuals in this language group makes up a very small percentage of the region’s population at 0.05 percent and block groups where these populations are present have concentrations of less than 1 percent. Municipalities that have block groups with concentrations that exceed this regional average include:

Bradford	Susquehanna	Tioga	Wyoming
Ridgebury Township	Auburn Township	Charleston Township	Overfield Township
Towanda Township	Bridgewater Township	Jackson Township	
Warren Township	Great Bend Borough	Lawrence Township	
Windham Township	Jessup Township		
	Rush Township		

Figure 5: LEP Persons Speaking "Other Languages"



The Census Bureau's "Other Languages" group includes individuals who speak Navajo and other Native North American languages, Arabic, Hebrew, Afro-Asiatic languages (e.g., Amharic, Somali, etc.), African languages, and other, unspecified languages. In the case of Northern Tier, only five individuals in the region are considered LEP within this language group with the only concentration located in Forest Lake Township, Susquehanna County.

Factor 2: Frequency of Contact with LEP Persons

By understanding how LEP individuals interact with the Northern Tier RPO's planning and public participation processes, the RPO can identify where language assistance resources need to be implemented/improved or where outreach efforts can be expanded. Areas where large concentrations of LEP populations are present will require additional support and resources in order to be adequately engaged.

To date, the Northern Tier RPO has not received any direct requests for translation or in-person interpretation services for any language, and the overall frequency that LEP persons come in contact with the RPO's plans, programs, and activities is largely unknown. Since the development of the RPO's previous LEP plan in 2016, the following interactions have occurred between Northern Tier RPO and LEP populations:

- **Formal Complaints:** The RPO has not received any formal complaints related to discrimination on the basis of Limited English Proficiency or national origin.
- **Translation/Interpretation Service Requests:** The RPO has not received any requests for translation or in-person interpretation services for any public engagement opportunities.
- **Public Input Received in Languages Other Than English:** Northern Tier RPO staff have not received any public input in languages other than English as part of any aspect of its planning program.

Although the spatial analysis shows that an LEP encounter is unlikely within the region, the Northern Tier RPO has a desire to be prepared to assist these individuals if and when they come into contact with regional transportation planning processes and programs.

RECOMMENDATION: Review analytics from the translation tool on the Northern Tier website to see how frequently non-English speakers are interacting with webpages related to the RPO and its transportation planning activities.

Factor 3: Nature and Importance of Northern Tier RPO Programs, Activities, and Services

While the Northern Tier RPO, nor the Northern Tier Regional Planning and Development Commission, provide a direct transportation service within its five-county region, it is responsible for developing plans and facilitating programs that guide investments in the region's transportation infrastructure. Plans and programs developed and maintained by the RPO include, but are not limited to:

- Long-Range Transportation Plan
- Transportation Improvement Program
- Unified Planning Work Program
- Public Participation, Title VI, and LEP Plans
- Bicycle and Pedestrian Plan
- Coordinated Public Transit and Human Services Plan
- Special Studies

These planning activities, among others, have an impact on those living, working, and visiting the region regardless of race, poverty status, or language barriers. They provide a framework that guides the allocation of transportation funding, infrastructure improvements, and other initiatives to address the needs of the regional transportation system. As such, the RPO has an obligation to take the steps necessary to include LEP populations in relevant planning decisions.

The RPO's Transportation Improvement Program (TIP) is updated every two years and serves as the region's four-year investment plan while the LRTP establishes transportation policies and an investment portfolio beyond the Twelve-Year Program (TYP). In addition to these two core planning documents, the RPO's program includes other functional plans and studies that address other modes like bicycling, walking, and transit which may be of interest to LEP individuals or individuals that may not have access to a vehicle.

RECOMMENDATION: Establish partnerships with local agencies and LEP support organizations that to better understand the transportation needs of LEP populations and use their feedback to identify the most effective means of providing language assistance.

Factor 4: Available Resources and Costs of Language Assistance Services

The RPO's 2024-25 Unified Planning Work Program (UPWP) accounts for tasks that adhere to adopted public participation procedures and overall compliance with Title VI and other related non-discrimination statutes and regulations. Under its current work program, the RPO has funds allocated for the fiscal year to establish partnerships with LEP support organizations and the procurement of LEP translation/interpretation services to provide LEP individuals with improved, more transparent access to transportation planning efforts in the Northern Tier region. The UPWP further describes the RPO's ongoing commitment to expanding its outreach efforts to environmental justice and LEP populations.

With this in mind, it is recognized that the RPO has limited capital resources available to dedicate to procuring translation and interpretation services. At this time, the RPO and NTRPDC do not have dedicated staff on site to facilitate interactions with LEP individuals. A listing of translation and

interpretation service providers that could possibly be used by the Northern Tier RPO to assist with LEP requests is included in **Appendix D**.

Language Assistance Measures and Tools

Identification of LEP Populations

In addition to the results of the LEP four-factor analysis conducted as part of this plan, the Northern Tier RPO will document and evaluate all requests for translation and interpretation services, regardless of format to further identify language needs and determine whether language assistance may be needed as part of future transportation planning activities. As part of the implementation of this LEP plan, the RPO will also review any updated data from the U.S. Census to monitor any changes in LEP concentrations throughout the region.

Language Interpretation

Language Identification Card

The U.S. Census provides resources and tools to assist LEP individuals in requests for an interpreter or translator. The Language Identification Card (also known as an “iSpeak” card) is a one-page tool that states the following in multiple languages: “Mark this box if you read or speak [*language*].” The LEP individual will then check/point to their respective language on the card, which includes the name of each language in English along the right side of the page. This allows an English-speaking person to request interpretation services quickly and accurately. The RPO will include this one-page identification card at entry points to public meetings and reception staff at the Northern Tier Regional Planning and Development Commission office will have a copy readily available to address in-person requests. A sample of the language identification card is included in **Appendix C**.

On Demand/Telephone Interpretation Services

Currently, the Northern Tier RPO seeks out professional interpretation services only when a request is received in advance of a public meeting or other public engagement opportunities. As part of the implementation of the RPO’s Unified Planning Work Program (UPWP) and this LEP plan, the RPO will explore options for an on-call, oral language interpretation service to address telephone and in-person requests (through contract or on a case-by-case basis) to assist with in-person requests and interactions. While the RPO recognizes that the region’s population is predominantly English-speaking and its share of LEP individuals is small, procuring these services will ensure the RPO is prepared to address the needs of the region’s LEP individuals while also meeting the intent of Title VI policies and regulations.

Upon the selection of a professional service, the Northern Tier RPO will ensure that all transportation staff receive training to ensure proper knowledge on how the service is used and of the process steps needed to adequately assist individuals who may need the interpretation service.

Translations

Human Translation Services

Human translation services (i.e., non-automated translation provided by multilingual, human translators) are available through local providers in the Northern Tier region as well as internet-based businesses who provide services nationwide. A list of select human-based translation providers can be found in **Appendix D**. Although the RPO has not received any requests for document translation

since the adoption of its previous LEP plan in 2016, it will continue to provide language translation services upon request. A request for language translation can be made by mail, email, phone, or in-person at the Northern Tier Regional Planning and Development Commission office.

Automated Translation Applications and Services

On-demand translations in multiple languages can be provided by online automated translation services and/or an application programming interface (API) that may be integrated into existing webpages (e.g., Google Translate). In 2024, the Northern Tier Regional Planning and Development Commission completed an update of the agency’s website. As part of the website update, a new translation widget was installed to provide for quick translation of the website content into several languages including Arabic, Chinese (Simplified), Dutch, French, German, Italian, Portuguese, Russian, and Spanish. As a user scrolls through a webpage, the widget’s drop-down menu will remain pinned to the right of the screen for easy access and visibility.

Figure 6: Translation Widget on NTRPDC Website



RECOMMENDATION: Consider developing a web-based language assistance request form for the Northern Tier Regional Planning and Development Commission website as a means of receiving and directing language assistance requests. If possible, ensure the form is able to be translated using the website’s translator widget to provide accessibility to LEP individuals and their representatives.

Language Taglines

Language taglines are a tool that guides to a reader through the process of requesting translation services. Like the U.S. Census’s Language Identification Card for in-person interactions, these statements are provided in a wide variety of languages and the RPO can include them at the front of any plan or program document. As planning documents are updated, the RPO will include these language taglines (**Appendix B**) at the front of the document to help LEP individuals request the

document or its executive summary in another language. In situations where space is limited, the RPO will at a minimum include a Spanish tagline, as it is the most prominent LEP language in the region.

Engagement with Community-Based LEP Organizations

Establishing partnerships with local community organizations that center around LEP populations can provide an additional outlet for LEP individuals to participate in planning processes, decision-making, and other community functions. They may assist LEP persons at public meetings or provide insight on the most effective ways to engage LEP populations.

Notice and Advertisement of Language Assistance Services

Public Meetings

The Northern Tier RPO advertises all meetings open to the public through various methods and techniques, such as legal advertisements and press releases in local newspapers, social media posts, and email blasts to its stakeholders and interested parties. These advertisements include information such as a notice of protections under Title VI and contact information to request translation/interpretation services.

As part of the LEP plan update, the RPO developed a new Notice of Language Services (**Appendix A**) and abbreviated language assistance statement. The purpose of the Notice of Language Services is to provide guidance to LEP individuals on the process of requesting language assistance. In implementing this plan, the Northern Tier RPO will include this notice or an abbreviated language assistance statement in all public communications and advertisements as well as on the Northern Tier Regional Planning and Development Commission's Transportation Planning webpage. The use of the full notice or the abbreviated statement will depend on available space.

Other In-Person Interactions

While in-person interactions with LEP individuals may be infrequent, these requests may have a higher sense of urgency or have a specific purpose (e.g., filing a discrimination complaint). The RPO may need to address in-person interactions with LEP individuals who may visit the Northern Tier Regional Planning and Development Commission office. The RPO's Notice of Language Services will be posted in the office lobby and a copy of the U.S. Census Language Identification Card will also be kept in an easily accessible location for NTRPDC staff to best direct the interpretation request. Staff will then work to connect the individual with an interpretation service via phone using an on-demand service procured as part of the implementation of this plan or one of the providers listed in **Appendix D**.

Written Communications (Both Paper and Electronic)

The Northern Tier RPO may receive written correspondence from LEP individuals through physical or electronic means. This could include, but are not limited to, requests for information about the RPO's regional transportation planning program, a desire to provide input into a planning initiative or decision-making process, information regarding a transportation concern within the region, or a request for language assistance services ahead of a public meeting.

If written communication is received by mail or other physical means (e.g., facsimile, hand delivery, etc.), the Northern Tier RPO will a translation service to identify the language in which letter is written and will translate it into English. It is possible that the RPO may receive emails or other electronic-based communications in other languages. In addition to a professional translation service, the RPO

could leverage online, automated translation tools such as Google Translate to quickly detect the language used and translate the correspondence. While automated tools are helpful in providing quick translations, it is important to note that they may not be entirely accurate in their translations.

If the written communication received requires a response from the RPO, staff will work with a translation service provider to develop a response in the individual's preferred language. Human-based translation services are preferred in developing written responses to inquiries and concerns to ensure that the response is translated accurately and communicated effectively. Automated translation tools could be used if a more immediate response is required.

Staff Training

The RPO staff and any other Northern Tier Regional Planning and Development Commission staff who may assist the RPO should be trained on key elements of the LEP plan, such as the language assistance measures and processes in place to address LEP requests the RPO may receive. Training materials should be developed by the RPO staff with focus on the following elements:

- Overview of the LEP Plan and language assistance measures
- Staff roles and responsibilities in the implementation of the LEP Plan
- Essential protocols used in addressing and directing LEP requests
- Guidance on how to provide notice of language services to LEP individuals
- Tips for communicating with LEP individuals over the phone or in-person

In-house training materials can also be supplemented with additional resources, such as the federal LEP website, which offers videos and other resources on federal regulations related to LEP. Copies of these materials should be provided to each RPO staff member and discretely located at reception points in the Northern Tier Regional Planning and Development Commission offices to ensure they can be accessed quickly if an LEP individual makes a language assistance request by phone or in-person.

Language Access Measures for Localized Studies, Plans, or Projects

As part of the RPO's work program, special studies, plans, or projects may be initiated in a more localized planning area, such as a specific roadway corridor or a local municipality. When a localized transportation planning effort begins, the RPO will review the latest American Community Survey data to determine if LEP populations are present within the study/planning area. If LEP individuals are present, an outreach plan will be developed to ensure that public-facing outreach materials and other related documents are translated accordingly, and a diverse range of techniques are used to ensure meaningful access and participation by LEP persons in planning efforts impacting their community.

Strategies for Increased Transparency and Meaningful Access

In addition to the language assistance measures documented in this plan, the Northern Tier RPO may use the following outreach strategies to provide further transparency and access to its plans and programs by LEP individuals:

- Include translated notices as part of legal ads/press releases (language taglines in Spanish)
- Post the RPO's notice of language services to the Northern Tier RPO webpage in text only format for easy translation using the embedded translation widget.
- Coordinate with member counties to identify community representatives/organizations that cater to LEP populations to identify the most efficient means of providing translation/interpretation services.
- Increase overall use of visual aids such as maps and graphics.
- Consider whether LEP populations are literate in English, their native language, or neither.

Implementation of the LEP Plan

Evaluation of Language Assistance Measures

The Northern Tier RPO will evaluate its language assistance measures on an annual basis to track the implementation and effectiveness of this LEP plan. By documenting the findings of this annual review, the RPO can identify strengths and areas of improvement related to accessibility of its transportation planning programs to the region's LEP population. Plan implementation could be tracked and evaluated against a set of progress measures, such as:

- Acquisition of on-demand interpretation services (by contract or on a case-by-case basis)
- Number of language assistance requests received.
- Language assistance methods, tools, and resources used as part of public outreach efforts.
- Number of new targeted outreach methods used to engage with or disseminate information to LEP populations.
- Identification of and engagement with agencies/organizations that serve LEP populations in the Northern Tier region.

Limited English Proficiency Plan Update Cycle

The Northern Tier RPO will update the LEP plan every five years or in line with an update to the Public Participation Plan to ensure that reasonable efforts are made to identify and address the needs of any additional or changing LEP populations in the region. Future updates will include a revised four factor analysis with a review of updated LEP demographic data from the ACS and updated documentation of the number of LEP persons encountered.

Appendices

Appendix A: Notice of Language Services (English and Spanish)

NORTHERN TIER RURAL PLANNING ORGANIZATION (RPO) NOTICE OF LANGUAGE SERVICES

The Northern Tier RPO provides language interpretation and document translation services upon request. If your preferred language is not English, please allow us to discover your preferred language so we can converse and correspond with you in that language. The following describes what you can expect when you interact with our staff:

In-Person

If you are attending a meeting in-person, please approach the welcome/sign-in location and state your preferred language. If the person assisting you cannot understand your request, he or she will show you a language card. Please point to your preferred language on the card. The person assisting you will ask you to wait a moment while an interpreter is contacted to assist in the conversation. Interpretation is available for many different languages and is provided free of charge. Please be patient as we connect you with an interpreter.

By Phone

If you wish to call the Northern Tier RPO, please call (570) 265-9103, and request your preferred language. If the person answering your call cannot understand your request, he or she will ask you to hold for a moment while an interpretation service is contacted to assist in the conversation. Interpretation is available for many languages and is provided free of charge. Please be patient while we discover your language and connect you with an interpreter.

By Written Correspondence

When writing correspondence (e.g., mail, fax, e-mail) to the Northern Tier RPO, please write it in your preferred language. Paper correspondence should be addressed to Northern Tier RPO, 312 Main Street, Towanda, PA 18848. We will work to translate your correspondence and provide you with a response (if feasible and appropriate) in your preferred language as well as in English. Please allow up to 45 days for the written, translated response to your correspondence.

Document Translations Available

The Northern Tier RPO is committed to translating documents that explain how to access the RPO's services (including language assistance services), complaint forms, and notification of rights in Spanish. These translated documents are available in paper copy through the Northern Tier Regional Planning and Development Commission office or electronically. Translation of other RPO planning documents or translations of these documents in other languages are available upon request.

NORTHERN TIER RURAL PLANNING ORGANIZATION (RPO) NOTIFICACIÓN DE SERVICIOS LINGÜÍSTICOS

La RPO de Northern Tier ofrece servicios de interpretación de idiomas y traducción de documentos a pedido. Si su idioma preferido no es el inglés, permítanos descubrir su idioma preferido para que podamos conversar y comunicarnos con usted en ese idioma. A continuación, se describe lo que puede esperar cuando interactúa con nuestro personal:

En Persona

Si va a asistir a una reunión en persona, acérquese al lugar de bienvenida/registro e indique el idioma de su preferencia. Si la persona que lo asiste no entiende su solicitud, le mostrará una tarjeta con el idioma de su preferencia. Indique el idioma de su preferencia en la tarjeta. La persona que lo asiste le pedirá que espere un momento mientras se conecta con un intérprete para ayudarlo con la conversación. Hay interpretación disponible para muchos idiomas diferentes y se proporciona de forma gratuita. Tenga paciencia mientras lo conectamos con un intérprete.

Por Teléfono

Si desea llamar a la RPO de Northern Tier, por favor llame al (570) 265-9103 y solicite el idioma que prefiera. Si la persona que responde a su llamada no entiende su solicitud, le pedirá que espere un momento mientras se comunican con un servicio de interpretación para ayudar en la conversación. Hay servicios de interpretación disponibles para muchos idiomas y se brindan de forma gratuita. Tenga paciencia mientras descubrimos su idioma y lo conectamos con un intérprete.

Por Correspondencia Escrita

Al escribir correspondencia (por ejemplo, correo postal, fax, correo electrónico) a la RPO de Northern Tier, escríbala en su idioma preferido. La correspondencia en papel debe dirigirse a la Northern Tier RPO, 312 Main Street, Towanda, PA 18848. Trabajaremos para traducir su correspondencia y le proporcionaremos una respuesta (si es posible y apropiado) en su idioma preferido, así como en inglés. Espere hasta 45 días para recibir la respuesta escrita y traducida a su correspondencia.

Traducciones de Documentos Disponibles

La RPO de Northern Tier se compromete a traducir al español los documentos que explican cómo acceder a los servicios de la RPO (incluidos los servicios de asistencia lingüística), los formularios de quejas y el Aviso de derechos. Estos documentos traducidos están disponibles en formato impreso a través de la oficina de la Comisión de Planificación y Desarrollo Regional de Northern Tier o en formato electrónico. La traducción de otros documentos de planificación de la RPO o las traducciones de estos documentos a otros idiomas están disponibles a pedido.

Appendix B: Language Taglines

English

ATTENTION: If you speak another language other than English, language assistance services can be made available to you. Call (570) 265-9103.

Spanish

ATENCIÓN: Si habla otro idioma que no sea inglés, habrá servicios de asistencia en otros idiomas disponibles. Llame al (570) 265-9103.

Polish

UWAGA: Jeśli posługujesz się językiem innym niż angielski, możesz skorzystać z usługi pomocy językowej. Zadzwoń pod numer (570) 265-9103.

Vietnamese

LƯU Ý: Nếu quý vị nói một ngôn ngữ khác không phải tiếng Anh, các dịch vụ hỗ trợ ngôn ngữ có thể được cung cấp cho quý vị. Gọi (570) 265-9103.

Korean

주의: 영어 이외의 다른 언어를 사용하는 경우, 언어 지원 서비스를 이용할 수 있습니다. (570) 265-9103으로 전화하십시오.

French

« ATTENTION : Si vous parlez une autre langue que l'anglais, des services d'assistance linguistique peuvent être mis à votre disposition. Appelez le (570) 265-9103. »

Somali

FIIRO GAAR AH: Haddii aad ku hadasho luqad kale aanan ahayn Ingiriisiga, adeegyada gargaarka luqadda ayaa lagu diyaarin karaa. Wac (570) 265-9103.

Russian

ВНИМАНИЕ: если вы говорите на другом языке, вам может быть оказана языковая помощь. Обратитесь в информационно-справочную службу по номеру: (570) 265-9103.

Ukrainian

УВАГА: якщо ви розмовляєте іншою мовою, вам може бути надана мовна допомога. Зверніться до інформаційно-довідкової служби за номером: (570) 265-9103.

Simplified Chinese

请注意：如果您说英语以外的另一种语言，我们可以为您提供语言帮助服务。请致电 (570) 265-9103.

Traditional Chinese

請注意：如果您說英語以外的另一種語言，我們可以為您提供語言幫助服務。請致電 (570) 265-9103

Arabic

تنبيه: إذا كنت تتحدث لغة أخرى غير اللغة الإنجليزية، يمكننا توفير خدمات المساعدة اللغوية لك. اتصل بالرقم 570 265 9103

Burmese

သတိပြုရန်- သင်သည် အင်္ဂလိပ် ဘာသာစကား မဟုတ်သော အခြား ဘာသာစကားကို ပြောလျှင် သင့်အတွက် ဘာသာစကား အကူအညီ ဝန်ဆောင်မှုကို ရရှိနိုင်ပါသည်။ 1
(570) 265-9103 သို့ ခေါ်ဆိုပါ။

Japanese

注意：英語以外の言語を話す場合は、言語支援サービスを利用できるようにすることができます。電話 (570) 265-9103

Italian

ATTENZIONE: Se parli una lingua che non sia l'inglese, i servizi di assistenza linguistica possono essere messi a tua disposizione. Chiama (570) 265-9103.

Nepali

ध्यान दिनुहोस्: यदि तपाईं अंग्रेजीबाहेक अन्य भाषा बोल्नुहुन्छ भने तपाईंलाई भाषा सहायता सेवा उपलब्ध गराउन सकिन्छ। (570) 265-9103 मा फोन गर्नुहोस्।

Urdu

توجہ دیں: اگر آپ انگریزی کے علاوہ کوئی اور زبان بولتے ہیں تو آپ کی زبان میں مدد کے لیے آپ کو خدمات فراہم کرانی جاسکتی ہے۔ براہ کرم (570) 2659103 پر کال کریں۔

Greek

ΠΡΟΣΟΧΗ: Εάν μιλάτε άλλη γλώσσα διαφορετική από τα αγγλικά, οι υπηρεσίες γλωσσικής βοήθειας μπορούν να σας διατεθούν. Καλέστε (570) 265-9103.

Appendix C: Language Identification Card (U.S. Census)

Appendix D: Potential Translation/Interpretation Service Providers

Regional/Pennsylvania-Based Providers:

- Erin Riddle Language and Writing Services (*Spanish Translation Only)
P.O. Box 143
Owego, NY 13827
(607) 323-1615
<https://erinriddle.com/>
- Binghamton University Multicultural Resource Center – Translation & Interpretation Program
(607) 777-4781
tip@binghamton.edu
<https://www.binghamton.edu/centers/mrc/programs/tip.html>
- FCI Language Experts
1614 Washington Street
Easton, PA 18042
(610) 438-8900
<https://www.fcitle.com/>
- Quantum, Inc.
240 South 9th Street
Philadelphia, PA 19107
<https://www.quantumtranslations.com/>
- Cetra
7804 Montgomery Avenue, Suite 10
Elkins Park, PA 19027
<https://www.cetra.com/>
- ParaPlus
2 Coleman Avenue #1
Cherry Hill, NJ 08034
<http://www.para-plus.com/>
- Language Services Consultants
P.O. Box 412
Ardmore, PA 19003
<http://www.lsctranslations.com/welcome>

Web-Based National & International Providers:

- Propio Language Services
<https://propio.com/>

- inWhatLanguage
<https://inwhatlanguage.com/>
- Straker Translations
<https://www.strakertranslations.com/>
- Interpreters Unlimited Group
<https://www.interpreters.com/>