
Administrator's Title VI Program Policy Statement

I. Purpose

To ensure that no person shall, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in the operations of the Maryland Department of Transportation Maryland State Highway Administration (MDOT SHA) or of any department, agency, or entity to which MDOT SHA extends federal financial assistance such as universities, counties, and municipalities.

II. Authority

As a recipient of federal funds, MDOT SHA is required to adhere to Title VI of the Civil Rights Act of 1964 (42 USC 2000d *et. seq.*) and related Nondiscrimination authorities, which includes and is not limited to, the following:

- Federal-Aid Highway Act of 1973 Section 162(a);
- Civil Rights Restoration Act of 1987;
- Executive Order #12898-Environmental Justice;
- Executive Order # 13166 –Limited English Proficiency;
- 49 CFR Part 21 & 303; and
- 23 CFR Part 200
- Standard Title VI/Non-Discrimination Assurances DOT Order No. 1050.2A.

III. Applicability

This Title VI Program Policy Statement applies to all MDOT SHA operations to include: all offices, divisions, districts, shops, and locations. As applicable, this statement includes MDOT SHA contractors, consultants, and anyone who acts on MDOT SHA's behalf. Additionally, this Policy Statement applies to the operations of any department, agency, or entity to which MDOT SHA extends federal financial assistance.

IV. Definitions

Federal financial assistance is defined as any federal dollars designated to MDOT SHA which supports any program, activity or service by way of grant, loan or contract, other than a contract of insurance or guaranty. This includes use of equipment, donations of surplus property, and other forms of assistance.

V. Policy

It is SHA's policy to commit to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and related Nondiscrimination authorities. MDOT SHA assures that no person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any MDOT SHA program, activity or service. MDOT SHA further assures every effort will be made to ensure non-discrimination in all of its programs, activities and services, whether those programs, activities and services are federally funded or not.

Specific Forms of Discrimination Prohibited

- The denial of services, financial aid, or other benefits provided under a program.
- Distinctions in the quality, quantity, or manner in which the benefit is provided.
- Segregation or separation of persons in any part of the program.
- Restriction in the enjoyment of any advantages, privileges, or other benefits provided to others.
- Different standards or requirements for participation.
- Methods of administration which directly or indirectly or through contractual relationships would defeat or impair the accomplishment of effective nondiscrimination.
- Discrimination in any activities or services related to a highway, infrastructure or facility built or repaired in whole or in part with federal funds.

Environmental Justice

SHA is also committed to assure every effort will be made to prevent the discrimination of low-income populations as a result of any impact of its programs or activities in accordance with Executive Order 12898. MDOT SHA assures fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies MDOT SHA will meaningfully engage all sectors of the public, including low-income and minority populations, potentially affected by MDOT SHA projects. To help ensure the fair distribution of the benefits and burdens associated with MDOT SHA programs, activities, and projects, MDOT SHA is guided by the following Environmental Justice Principles:

- 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 the full and fair participation by all potentially affected communities in MDOT SHA's decision making process; and
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority or low-income populations.

Limited English Proficiency

Individuals that have limited ability to read, write, speak or understand English are considered limited English proficient. MDOT SHA assures every effort will be made to provide meaningful access to persons that have Limited English Proficiency (LEP), in accordance with Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency. MDOT SHA will provide translation services to individuals that have limited ability to read, write, speak or understand English. MDOT SHA will seek to communicate with LEP populations and provide LEP individuals meaningful access to MDOT SHA programs and activities.

VI. Program Implementation

- A. The Office of Equal Opportunity (OEO) within MDOT SHA shall implement this Policy Statement and will coordinate Title VI Program education and training to ensure compliance with this statement. All MDOT SHA employees, MDOT SHA contractors, consultants, and anyone who acts on MDOT SHA's behalf including any department or agency to which MDOT SHA extends federal financial assistance, shall be responsible for assuring that the proscribed discrimination does not occur. Should the potential for discrimination be discovered, action to eliminate the potential for discrimination shall be taken.
- B. Notices informing individuals of their obligations and rights under this statement will be posted on SHA's internal and external web pages and at all publicly-accessed facilities.
- C. As required by Federal Law, OEO shall with assistance from other divisions within MDOT SHA be responsible for acquiring non-discrimination Assurances 1050.2A, investigating discrimination complaints, conducting program area reviews, and preparing required reports.
- D. The SHA Administrator has delegated authority and responsibility of carrying out the Title VI Program effectively to MDOT SHA's Title VI Program Manager. Additionally, by way of this Policy Statement, all MDOT SHA personnel are responsible to assist the Title VI Program Coordinator in the effective implementation of MDOT SHA's Title VI Program. SHA Managers who directly report to the MDOT SHA Administrator are responsible to further notify their direct reports regarding their responsibilities in the effective implementation of the MDOT SHA's Title VI Program.

Please direct all Title VI Program-related questions and issues to MDOT SHA's Title VI Program Manager by calling (410)545-0377.

By Tim Smith

Tim Smith

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