



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION 4
Alabama, Florida,
Georgia, Kentucky,
Mississippi, North
Carolina, South Carolina,
Tennessee, Puerto Rico,
and the US Virgin Islands

230 Peachtree, NW Suite 1400
Atlanta, GA 30303

April 1, 2021

Pam Reitz
Pinellas Suncoast Transit Authority, Recipient ID: 1080
3201 Scherer Dr N
Saint Petersburg, FL 33716

Re: Triennial Title VI Program Update

Dear Pam Reitz,

The Federal Transit Administration (FTA) has received and reviewed Pinellas Suncoast Transit Authority's initial Title VI program submitted on 12/1/2020. This Title VI program will be effective February 1, 2021 - January 31, 2024. The Department of Transportation (DOT) requires recipients of DOT funds to demonstrate compliance with Title VI of the Civil Rights Act of 1964 through regular compliance reports. The Federal Transit Administration's (FTA) Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" sets forth the information that should be included in these updates, and requires they be submitted as Title VI programs every three years.


FTA's review of your Title VI program considered all elements required by the Department of Transportation regulations found at 49 CFR Part 21, as outlined in Circular 4702.1B. The Review Assessment attached to this letter identifies the specific areas reviewed, any concerns, and relevant reviewer comments. To assure you are implementing Title VI program requirements in accordance with the regulations, you must promptly address and correct any concerns identified with a "no" in the Review Assessment. Your program status is now *Concur*. Your next triennial Title VI program submission is due to FTA on December 1, 2023. Please retain documentation as needed to demonstrate the corrections noted have been addressed. FTA typically verifies corrections have been made and implemented at the next oversight opportunity, but can request this information at any time.

Your Title VI program demonstrates your agency has the procedures and resources to ensure public transportation services are provided in a nondiscriminatory manner, as required by Title VI of the Civil Rights Act of 1964. FTA's review and concurrence on a Title VI program does not relieve recipients from the requirements and responsibilities outlined in Circular 4702.1B or of the DOT Title VI regulation at 49 CFR Part 21. You must properly implement your program to ensure nondiscriminatory service, including full and fair participation in public transportation decision-making, and meaningful access to transit-related programs and activities by persons with limited English proficiency. If you use contractors or have subrecipients, you must monitor their compliance with Title VI. You can find these monitoring responsibilities in Chapter 2,

Section 6 (Contractors) and Chapter 3, Section 12 (Subrecipients) in the FTA Title VI Circular. As a basic requirement for Title VI compliance, you must develop a language assistance plan (LAP). Your LAP must include a Four Factor Analysis—you can find information on this analysis in Chapter 3, Section 6 of the FTA Title VI Circular. If you believe that your agency only serves an English-speaking population, you still must complete a Four Factor Analysis to demonstrate this.

Prior to implementing any major service changes or any fare change, transit agencies operating more than 50 vehicles in large urbanized areas must complete an equity analysis, and submit it for board review and approval. You can find more information on Service and Fare Equity (SAFE) Analyses in Chapter 4, Section 7 of the FTA Title VI Circular. Large transit agencies must also collect and report demographic data, including data gathered through rider surveys, and monitor transit service relative to system-wide service standards and service policies. If you need technical assistance with your SAFE Analysis, please contact your Regional Civil Rights Officer.

FTA is committed to providing technical assistance to help correct your Title VI program and to implement your program consistent with the regulations and guidance. In order to preserve paper, we are issuing this letter electronically via email and it is attached to your profile in TrAMS. Please do not hesitate to contact Michele Foster directly at 404-865-5633 or at Doretha.Foster@dot.gov if you have any questions.

Sincerely,

Luis Rodriguez
Civil Rights Officer

cc: Yvette G. Taylor, FTA Region 4, Regional Administrator
Monica McCallum, FTA Civil Rights, Director of Regional Operations
Michele Foster, FTA Civil Rights, Regional Civil Rights Officer