### **APPENDIX O**



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter 101 Eighth Street Oakland, CA 94607-4700 TEL 510.817.5700 TDD/TTY 510.817.5769 FAX 510.817.5848 E-MAIL info@mtc.ca.gov WEB www.mtc.ca.gov

DATE: January 25, 2012

#### Memorandum

TO: Lifeline Cycle 3 Applicants

FR: Kristen Mazur

RE: Supplemental Instructions for Question C2 – Civil Rights Demographic Information (Revised

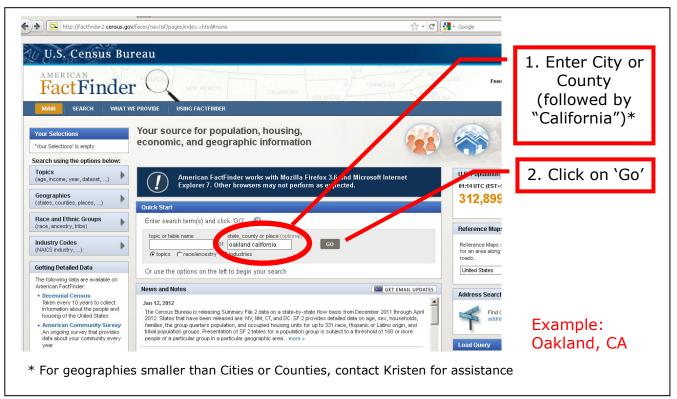
1/25/12)

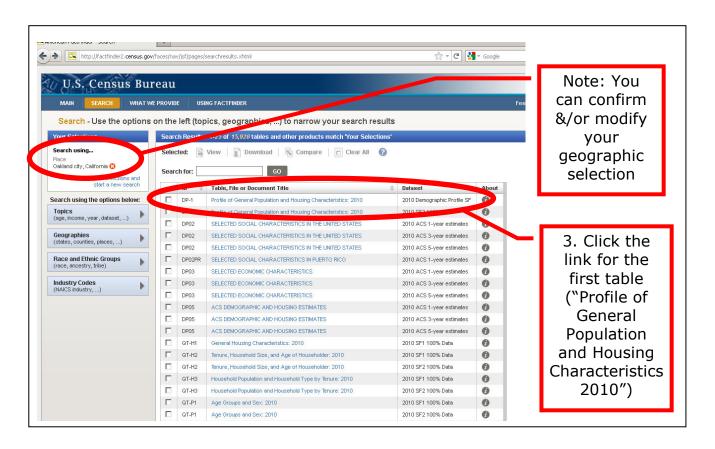
The following instructions pertain to Question C2 in the Lifeline Transportation Program Cycle 3 Funding Application. Question C2 is for administrative purposes only and is not a factor in determining which projects are selected to receive an award; however, MTC is required to track this information so it is important that you provide it.

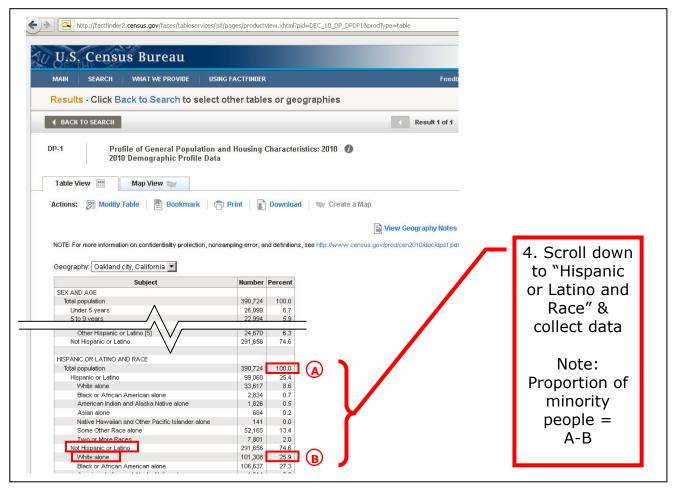
If applicants already have demographic information for their service area, that data can be used to respond to Question C2 (a two-part question). If applicants do not have the required demographic information, they can collect it from the U.S. Census Bureau website (<a href="http://factfinder2.census.gov">http://factfinder2.census.gov</a>) using the detailed instructions below.

## Part 1 – Does the proportion of minority people in the project's service area exceed 56 percent (i.e., the regional average minority population)?

Visit <a href="http://factfinder2.census.gov">http://factfinder2.census.gov</a> and follow steps 1–4 below:

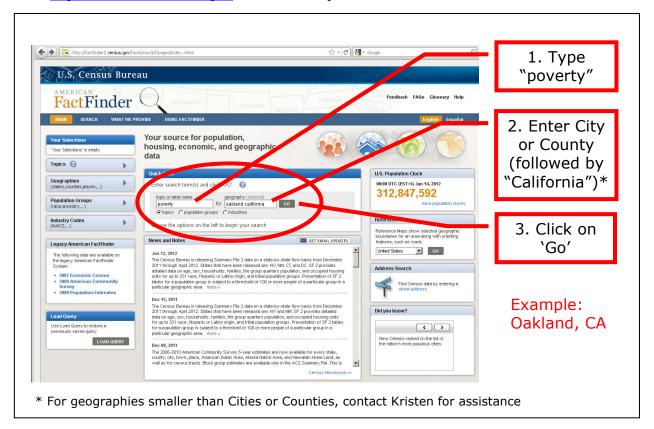


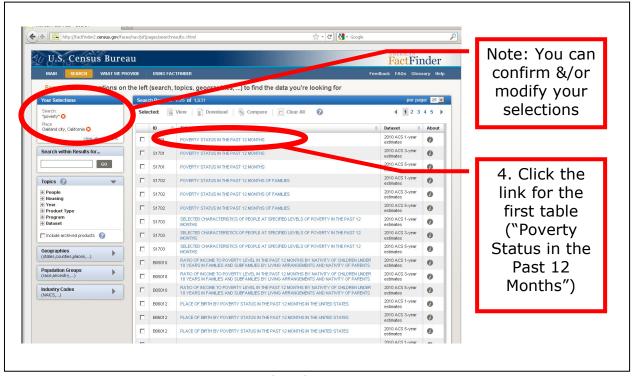


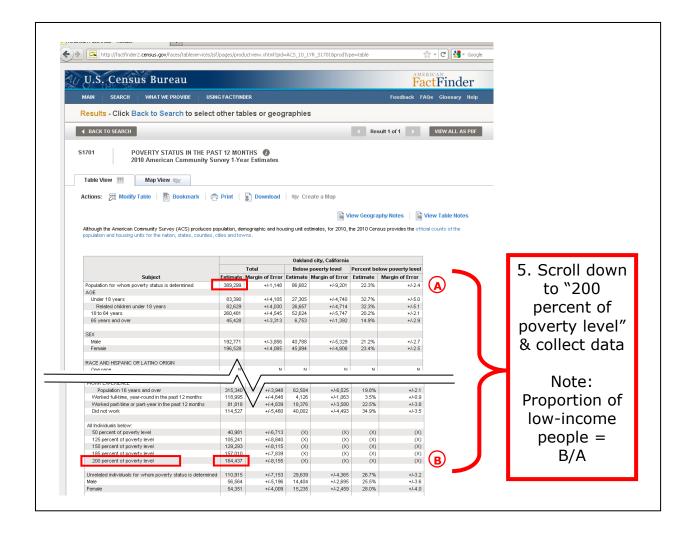


# Part 2 – Does the proportion of low-income people in the project's service area exceed 24 percent (i.e., the regional average low-income population)? Note: for this purpose, low-income is defined as 200 percent of the federal poverty level.

Visit http://factfinder2.census.gov and follow steps 1–5 below:







If you have any questions, contact your county's Lifeline Program Administrator, or contact Kristen Mazur at (510) 817-5789 or <a href="mailto:kmazur@mtc.ca.gov">kmazur@mtc.ca.gov</a>.



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DATE: October 25, 2013

### Memorandum

TO: New Freedom Cycle 5 Applicants

FR: Kristen Mazur, Drennen Shelton

RE: Supplemental Instructions for Question 3b – Civil Rights Demographic Information

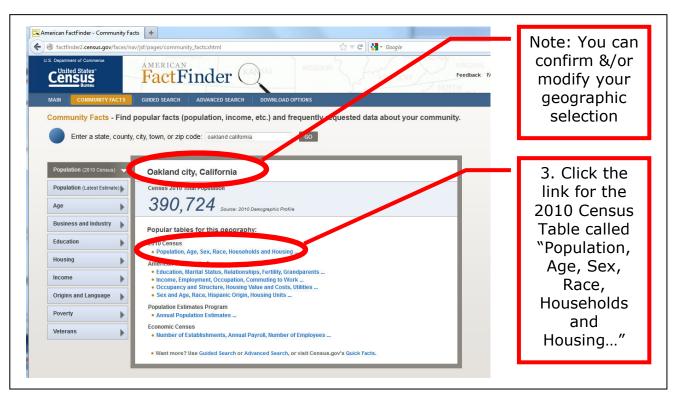
The following instructions pertain to Question 3b in the New Freedom Large Urbanized Area (UA) Cycle 5 Grant Application. Question 3b is for administrative purposes only and is not a factor in determining which projects are selected to receive an award; however, MTC is required to track this information so it is important that you provide it.

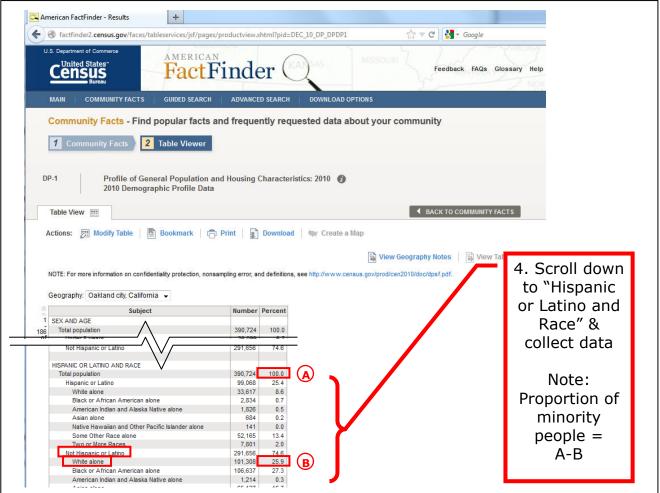
If applicants already have demographic information for their service area, that data can be used to respond to Question 3b. If applicants do not have the required demographic information, they can collect it from the U.S. Census Bureau website (<a href="http://factfinder2.census.gov">http://factfinder2.census.gov</a>) using the detailed instructions below, or contact MTC staff for assistance.

## 3b) Does the proportion of minority people in the project's service area exceed 58 percent (i.e., the regional average minority population)?

Visit <a href="http://factfinder2.census.gov">http://factfinder2.census.gov</a> and follow steps 1–4 below:







If you have any questions, contact Kristen Mazur at (510) 817-5789 or <a href="mazur@mtc.ca.gov"><u>kmazur@mtc.ca.gov</u></a> or <a href="mazur@to.ca.gov"><u>Drennen Shelton at (510) 817-5909</u></a> or <a href="mazur@to.ca.gov"><u>deshelton@mtc.ca.gov</u></a>.