



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

Stephen C. Brich, P.E.
Commissioner

1401 East Broad Street
Richmond, Virginia 23219

(804) 786-2701
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February 14, 2023

Mr. Robert A. Crum, Jr.
Executive Director
Hampton Roads Transportation Planning Organization
The Regional Building
723 Woodlake Drive
Chesapeake, VA 23320

Dear Mr. Crum:

This letter is in reference to Hampton Roads Transportation Planning District Commission's (HRPDC) 2021 Title VI compliance review conducted by the Virginia Department of Transportation (VDOT). As a result of the Title VI Compliance Review of your Agency, VDOT has found deficiencies in the implementation of your responsibilities under the Title VI Program. The following deficiencies must be corrected by **March 15, 2023**.

Area of Deficiency / Corrective Actions

1. Title VI Administration –
 - a. The HRPDC must ensure continuous training of its staff and Board/advisory members on the application of Title VI and EJ in the transportation decision-making process.
 - b. The Title VI/LEP Plan must be updated and submitted to VDOT Civil Rights Division for approval.
2. Public Involvement –
 - a. The Title VI/Civil Rights Administrator must be engaged in the activity of the PDC and maintain records to document its level of public involvement.
 - b. Re-evaluate current the Participation Plan for effective strategies for LEP engagement and monitor and report efforts.
3. Other –
 - a. The PDC must align its Title VI Discrimination Complaint Procedures with the FHWA's regulation, which direct how complaints of discrimination filed under Title VI are routed.
 - b. The submission of an annual Title VI Program Accomplishment Report to VDOT Civil Rights Division is required.

Your failure to take actions regarding the above deficiencies could result in your federal funding assistance being canceled, terminated, or suspended.

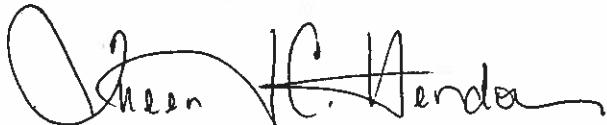
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We encourage you to take corrective actions to resolve this matter and we are available to assist you in achieving compliance. If you have any questions regarding this letter, please do not hesitate to contact me at (757)374-9811 or Corina Herrera, Title VI Specialist at (804) 786-2730.

Sincerely,

A handwritten signature in black ink, appearing to read "Queen T. Crittenden".

Queen T. Crittenden
Hampton Roads District Civil Rights Manager
Civil Rights Division
Virginia Department of Transportation

Cc: Mr. Chris Hall, VDOT
Mr. Darren Brown, VDOT
Mr. Eric Stringfield, VDOT
Mr. Ivan Rucker, FHWA
Ms. Corina Herrera, VDOT