

**Equal Employment Opportunity (EEO) Statement**

## FOR RECIPIENTS OF FTA SECTION 5310 ENHANCED MOBILTY FUNDING

The Federal Transit Administration (FTA) requires all applicants, recipients, subrecipients, and contractors receiving FTA funding to comply with Federal civil right laws and regulations, including EEO. Subrecipients that meet certain thresholds are required to have and implement an EEO Program.

## EEO – 49 CFR PART 21.5(c)

COG has prepared this statement to help subrecipients comply with [49 CFR Part 21.5(c)](https://www.gpo.gov/fdsys/search/pagedetails.action?collectionCode=CFR&searchPath=Title+49%2FSubtitle+A%2FPart+21&granuleId=CFR-2011-title49-vol1-sec21-5&packageId=CFR-2011-title49-vol1&oldPath=Title+49%2FSubtitle+A%2FPart+21&fromPageDetails=true&collapse=true&ycord=2400), the U.S. Department of Transportation (DOT) EEO rule. *Please check the boxes under the scenario that applies to your organization*:

Scenario 1:

\_\_\_\_\_ Your agency employs 100 or more transit-related\* employees

***AND***

\_\_\_\_\_ Your agency requested or received capital or operating assistance in excess of $1 million in the previous Federal fiscal year (10/1 - 9/30), or requested or received planning assistance in excess of $250,000 in the previous Federal fiscal year (10/1 - 9/30).

If you checked both items above, you are required to implement all of the EEO Program elements. See pg. 2 for details

Scenario 2:

\_\_\_\_\_ Your agency employs 50-99 transit-related employees

***AND***

\_\_\_\_\_ Your agency requested or received capital or operating assistance in excess of $1 million in the previous Federal fiscal year (10/1 - 9/30), or requested or received planning assistance in excess of $250,000 in the previous Federal fiscal year (10/1 - 9/30).

If you checked both items above, you are required to implement 1-5 of the EEO Program elements. See pg. 2 for details

Scenario 3:

\_\_\_\_ 15-49 transit-related employees

***AND***

\_\_\_\_\_ Your agency requested or received capital or operating assistance less than $1 million in the previous Federal fiscal year (10/1 - 9/30), or requested or received planning assistance less than $250,000 in the previous Federal fiscal year (10/1 - 9/30).

If you checked the item above, you are not required to have an EEO Program, but are required to comply with all EEO statutes and regulations.

Scenario 4:

\_\_\_\_ less than 15 transit-related employees

***AND***

\_\_\_\_\_ Your agency requested or received capital or operating assistance less than $1 million in the previous Federal fiscal year (10/1 - 9/30), or requested or received planning assistance less than $250,000 in the previous Federal fiscal year (10/1 - 9/30).

If you checked the item above, you are not required to have an EEO Program, but are required to comply with all EEO statutes and regulations.

**EEO Program Format:**

1. Statement of Policy
2. Dissemination Plan
3. Designation of Personnel Responsible
4. Assessment of Employment Practices
5. Monitoring and Reporting Plan
6. Utilization Analysis
7. Goals & Timetables

By signing below, I understand my agency’s responsibilities regarding Equal Employment Opportunity.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature & Title of Authorizing Official Date

*\*FTA defines a transit related employee as “those with collateral duties that support your transit program. For example, you would count a budget analyst who processes payments for the transit program as a transit-related employee. You must also count part-time employees.”*