



FARE EQUITY POLICY



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Purpose of the Policy

The purpose of the Fare Equity Policy is to define a threshold for determining whether potential changes to existing transit fares will have a discriminatory impact based on race, color, or national origin, or whether a potential fare adjustment will have a disproportionately high or adverse impact on minority and/or low-income populations.

Basis for Policy Standards

Periodically, CATS will make adjustments to transit fares in order to generate revenues to help sustain transit service operations. Federal law requires CATS to prepare and submit fare equity analyses for all potential transit fare adjustments, as outlined in Federal Transit Administration (FTA) Circular 4702.1B, effective October 1, 2012.

Fare Equity Policy

The following are CATS' policies for determining if a fare adjustment will result in a minority disparate impact or low-income disproportionate impact.

A fare equity analysis is an assessment conducted by a transit provider to determine whether fare change increases or decreases will result in a disparate impact on Title VI protected population or a disproportionate burden on low-income populations.

A fare equity analysis will be performed if there is any change to fare and/or fare media is proposed. This is:

- Regardless of amount,
- Regardless of whether increase or decrease,
- Changes in transfer policies affected, and
- Completed during the planning stage.

Exceptions

- Free fare days, such as "Earth Day."
- Temporary fare reductions that are mitigation measures for other actions.
- Promotional fare reductions lasting less than six months.
- Paratransit fares.

Minority Disparate Impact Policy (Fare Equity Analysis)

If the fare equity analysis determines that a fare adjustment would result in a greater than 5% impact to the minority community, alternatives should be considered because there may be a disparate impact.

Low-Income Disproportionate Burden Policy (Fare Equity Analysis)

If the fare equity analysis determines that a fare adjustment would result in a greater than 5% impact to the low-income community, alternatives should be considered because there may be a disproportionate burden.

Public Participatory Procedures

For all proposed fare changes, CATS will hold at least one public hearing with a minimum of two public notices prior to the hearing in order to receive public comments on the potential service changes. The first meeting notice will occur at least 30 days prior to the scheduled hearing date in *The Advocate*, the official journal of CATS as set forth in the Agency bylaws. The second notice will be made at least 10 days prior to the scheduled hearing date. Public materials will be produced in English. Upon request, translation of materials may be available to ensure Limited English Proficient (LEP) populations within the transit service area are informed of the proposed fare changes and can participate in community discussions. CATS will employ a sign language interpreter as well as a Spanish-speaking language interpreter if requested and feasible. CATS will conduct a service equity analysis for the approval by CATS Board of Commissioners, and consideration by the public prior to any public hearings associated with the proposed service changes.

As part of our public involvement process, CATS uses varied tools to encourage, facilitate, and engage the public in dialog and activities. Methods of outreach are tailored to engage our diverse population. We are mindful in identifying and including in this process minority and low-income participants, people with limited English proficiency, and people with disabilities. We provide meaningful access to our outreach activities by making available the service of translators and providing materials in appropriate languages, adapting a wide range of media communications to advertise and increase public participation. Detailed methods and commitments are available in the Public Participation Plan and the Language Assistance Plan.

