

Airport Sponsor Community Participation Plan (CPP)¹

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by **Hillsborough County Aviation Authority (Authority)** projects or operations can be informed and participate and have their input thoughtfully considered in the key stages during airport planning efforts, regardless of their race, color, national origin, sex, sexual orientation, gender identity, creed, age, or disability (hereafter, the “protected bases”). This plan is provided in accordance with Title VI of the Civil Rights Act of 1964 (Title VI) and related authorities.³ This plan and associated reports regarding our CPP efforts will be communicated to the public in formats accessible to persons with disabilities and to limited English proficient (LEP) individuals.

The individual primarily responsible for implementing the Authority’s CPP is:

Responsible Official	Title, Office, and Responsibilities
1 Gina Dew	<ul style="list-style-type: none">• Director of Government Affairs & Community Relations. Business Diversity & Title VI/ADA Coordinator.• Business Diversity, Media & Government Relations.• Government Affairs, Community Outreach & Engagement.

Responsible officials’ contact information is shared with the public through the following methods:

Website, In-person, and Other Communication Methods

1 <https://www.tampaairport.com>

2 Contact Information: Phone: 813 554 1450. Address: P.O. Box 22287 Tampa, FL 33622

In addition, the Authority will ensure that members of the public are advised of our nondiscrimination obligations. This includes how to file discrimination complaints with the Authority and the FAA. We will also conspicuously display the FAA-provided Unlawful Discrimination Posters at airport facilities. See Notice section of the Authority’s Title VI Plan.

¹ See DOT Order 1000.12C, “The U.S. Department of Transportation (DOT) Title VI Program,” Ch. 2, Sec. 4. (Jun. 11, 2021). <https://www.transportation.gov/sites/dot.gov/files/2021-08/Final-for-OST-C-210312-002-signed.pdf>

² Within this CPP, the term “affected” also means *served*, in addition to *positively or negatively impacted*.

³ Related authorities include the Age Discrimination Act of 1975; Sec. 520 of the Airport and Airway Improvement Act of 1982; and the Civil Rights Restoration Act of 1987.

The Authority will also make this CPP available through the following methods when engaging members of the public concerning planning efforts:

Website, In-person, and Other Distribution Methods

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| 1 https://www.tampaairport.com |
| 2 Request CPP copy: Phone: 813 554 1450. Address: P.O. Box 22287 Tampa, FL 33622 |

2. Goals and Objectives

This CPP applies to all airport planning and decision-making efforts, whether or not directly supported by Federal assistance. This includes surveys, public meetings (e.g., airport commission meetings), and hearings, not only meetings for a project requiring an environmental impact statement (EIS) or environmental assessment (EA).

The Authority’s planning processes that lead to decisions for projects or operations or those of any sub-recipients are:

Planning Processes

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| 1.Board Meetings |
| 2.Pre-bid Meetings |
| 3.Master Plan Update Meetings |

The Authority seeks public input for the above processes through the following methods:

Public Input Methods	Planning Process(es) that use each Method
A. Public Meetings	#1, 2, 3
B. Comments section at end of meetings	#1, 2, 3
C. Comments via QR Code, Web portal, Hard copy	#3

3. Identification of and Focused Outreach to Affected Communities

See Community Statistics section of the Authority’s Title VI Plan, for detailed discussion of Affected Communities.

The specific steps the Authority will take to communicate with, inform, educate, consult, or solicit input from, and expand opportunities for engagement with each Affected Community,⁴ are provided below.

Affected Community	Key Community Reps. (CBOs, leaders, etc.)	Focused Outreach Steps
i. West Tampa (33607)	Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Susan Valdes, County Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Guido Maniscalco, Lynn Hurtak, Alan Clendinin, Charlie Miranda, Mayor Jane Castor, West Tampa Chamber of Commerce, Hillsborough TPO including the Citizens Advisory Council.	a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed

⁴ “Affected communities” means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.

<p>ii. Tampa Heights, Harbour Island, Downtown (33602)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Karen Gonzalez-Pittman and Diane Hart, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Bill Carlson, Lynn Hurtak, Guido Maniscalco, Alan Clendinin, Gwendolyn Henderson, Mayor Jane Castor, Downtown Partnership Harbor Island Homeowners Association, Hillsborough TPO including the Citizens Advisory Council</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>
<p>iii. South Seminole Heights (33603)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Diane Hart, Commissioners Gwen Myers, Josh Wostal and Pat Kemp, City Councilmember Gwendolyn Henderson, Lynn Hurtak, Guido Maniscalco, Alan Clendinin, Mayor Jane Castor Hillsborough TPO including the Citizens Advisory Council</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>

<p>iv. Hyde Park, Davis Island (33606)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Karen Gonzalez-Pittman, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Bill Carlson, Lynn Hurtak, Guido Maniscalco, Alan Clendinin, Mayor Jane Castor, South Tampa Chamber of Commerce, Hillsborough TPO including the Citizens Advisory Council</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>
<p>v. Beach Park (33609)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Karen, Gonzalez-Pittman, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Lynn Hurtak, Guido Maniscalco, Alan Clendinin, Bill Carlson, Mayor Jane Castor Hillsborough TPO including the Citizens Advisory Council, Beach Park Homeowner’s Association</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>

<p>vi. West Park, Drew Park, Egypt Lake-Leto (33614)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins and Danny Burgess, State Representative Karen Gonzalez-Pittman, Traci Koster, Susan Valdes, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Guido Manicsalco, Lynn Hurtak, Alan Clendinin, Charlie Miranda, Mayor Jane Castor, Hillsborough TPO including the Citizens Advisory Council, West Shore Alliance, Dana Shores Homeowner’s Association</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>
<p>vii. Town “N” Country, Rocky Creek (33615)</p>	<p>Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins and Danny Burgess, State Representative Karen Gonzalez-Pittman, Traci Koster, Susan Valdes, City Councilmembers, Lynn Hurtak, Guido Maniscalco, Alan Clendidnin, Charlie Miranda, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, Hillsborough TPO including the Citizens Advisory Council</p>	<p>a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed</p>

viii. Rocky Point (33634)	Senators Marco Rubio and Rick Scott, Congresswoman Kathy Castor, State Senator Jay Collins, State Representative Karen Gonzalez-Pittman and Susan Valdes, Commissioners Harry Cohen, Josh Wostal and Pat Kemp, City Councilmember Guido Maniscalco, Lynn Hurtak, Alan Clendinin, Charlie Miranda, Mayor Jane Castor, Hillsborough TPO including the Citizens Advisory Council, West Shore Alliance, Dana Shores Homeowner’s Association	a. Email updates as part of project progress b. Direct phone calls when there will be a direct impact c. Information to include in their own communications including newsletters and social media d. In-person briefings during public meetings as needed e. Participation in community meetings as needed f. Advertisements in community-focused media as needed g. Events organized with community leaders as needed
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4. Effective Communication

The Authority will ensure that public engagement is effective, meaningful, and free of linguistic, economic, historical, and cultural barriers to participation. Every effort will be taken to ensure clear, plain, and effective communication with Affected Communities, including materials in accessible formats for persons with disabilities and in languages other than English. See Limited English Proficiency (LEP) section of the Authority’s Title VI Plan.

5. Communication Platforms

Diverse communication platforms will be utilized to effectively reach the broadest audience. We will use the following platforms to communicate project details, our nondiscrimination obligations, and contact information for the public to share project or operational feedback with our office and the FAA.

Social Media, Monitors, and Other Communication Platforms

1 Newsletter & Social Media

2 Variable Message Signs (VMS Digital Boards)

3 Television –Public Meetings Press Release

4.TPA Website

5. Host & Attend Community Outreach Events

6. Digital & Hardcopy Survey's and Comments Form

7. Flyers

6. Records

This section includes the procedures the Authority will follow to document of our outreach efforts. Records for steps taken to provide outreach to Affected Communities will be maintained in the following locations:

Website, In-person, and Other Storage Methods

1 Shared Drive Business Diversity CPP Folder

2 Shared Drive Communications Folder

Records will be kept for community input. The records will document how the Authority considered, weighed, and incorporated input received. The records will include justifications for any decisions contrary to community feedback. The records will be stored in the following locations:

Website, In-person, and Other Storage Methods

1 Shared Drive Business Diversity CPP Folder

2 Shared Drive Communications Folder

Records for demographics of participants will also be kept. Requested demographic information will include race, national origin, sexual orientation, gender identity, creed, age, disability, languages spoken, and community membership.⁵ Demographic information will be requested by the following methods:

⁵ This information is solicited to demonstrate compliance with Title VI and related requirements. See 49 CFR § 21.9(b); 49 U.S.C. § 47123; 28 CFR § 42.406; and FAA Order 1400.11.

Demographic Information Collection Methods

1 Voluntary Demographic Survey at registration

2 Digital QR Code Survey

CPP records will be made available to the public using the same methods for other information outlined within this plan.

7. Reporting Outcomes

Within 30 days of the end of each fiscal year (FY), the Authority will create a CPP Report for that current FY. The report will summarize efforts taken under this CPP in a narrative statement describing:

1. The specific steps taken to produce meaningful engagement with Affected Communities that FY,
2. The results of those efforts for that FY, and
3. How the Affected Communities' comments and views are or will be incorporated into the decision-making process.

The CPP Reports will be included with the Authority's Title VI Plan.