

Charlotte Douglas International Airport Community Participation Plan (CPP)¹

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by **The City of Charlotte, as owner and operator of Charlotte Douglas International Airport** 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 individuals primarily responsible for implementing the CLT CPP are:

Responsible Official	Title, Office, and Responsibilities
1. Elizabeth Erhartic	Civil Rights Specialist & ADA Coordinator, Office of Civil Rights, Accessibility Programs
2. Jasmine Goodwater	Civil Rights Specialist, Office of Civil Rights, Accessibility Programs
3. Jasmyne Turman	Office of Civil Rights Manager, Office of Civil Rights, DBE, ACDBE, LEP, ADA Programs

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

Website, In-person, and Other Communication Methods

1 Civil Rights Webpage (to be created and added)

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

CLT also makes this CPP available through the following methods when engaging members of the public concerning planning efforts:

Website, In-person, and Other Distribution Methods

1. Civil Rights Webpage (to be created and added)

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).

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

Planning Processes

1. Part 150 Update: Airport is updating the Noise Compatibility Program and Noise Exposure Maps

CLT seeks public input for the above processes through the following methods:

Public Input Methods	Planning Process(es) that use each Method
A. Submission of written comments at Public Meetings	# 1
B. Submission of comments via email	# 1
C. Submission of comments via mail	# 1
D. Phone Call / Voicemail	# 1
E. Submission of comments via online form	# 1
F. Public Hearings	# 1

3. Identification of and Focused Outreach to Affected Communities

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

The specific steps CLT 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.

Specific for the Part 150 Update, community engagement included supplemental outreach to the Environmental Justice groups, as guided from the FAA 1050 1F Desk Reference “environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.” Fair treatment means “no group of people should bear a disproportionate share of the negative environmental consequence resulting from industrial, governmental, and commercial operations or policies.” The EJ populations were identified pursuant to the U.S. Department of Transportation Order 5610.1(a). Minority population refers to any readily identifiable group of minority persons (Black, Hispanic, or Latino, Asian American, American Indian, Alaskan Native, Native Hawaiian, other Pacific Islander, or other non-White populations). Additionally, low-income population is considered as the number of people whose median household income is at or below the Department of Health and Human Services (HHS) poverty guidelines. For the Part 150 Update, this analysis, the HHS’ poverty threshold was defined to be an income of \$12,760 for an individual and \$26,200 for a family of four in 2020.

The identification of potential EJ populations is based on demographic data available through the U.S. Census Bureau at the census block group scale. The Aviation Environmental Design Tool (AEDT) Version 3e was used to identify the census block groups where future noise levels may be within the DNL 60 dB noise contour, based on the future noise contours developed as part of the CLT Capacity Enhancement Projects Environmental Assessment.

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.

Affected Community	Map ID	Key Community Reps. (CBOs, leaders, etc.)	Focused Outreach Steps
Part 150 Outreach			
Block Group 1, Census Tract 60.05, Mecklenburg County, North Carolina	1	Thrift United Methodist Church	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 60.11, Mecklenburg County, North Carolina	2	Northwest Community Alliance	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 60.12, Mecklenburg County, North Carolina	3	Pawtucket on the Green Homeowners Association	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 2, Census Tract 60.12, Mecklenburg County, North Carolina	4	Paw Creek Village	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 43.03, Mecklenburg County, North Carolina	5	Carlton Place / Moores Park Neighborhood	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 43.07, Mecklenburg County, North Carolina	6	Goodwill	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 2, Census Tract 59.19, Mecklenburg County, North Carolina	7	Wilkinson Boulevard Residents Association	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 4, Census Tract 40, Mecklenburg County, North Carolina	8	Southview Recreation Center	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads

Block Group 2, Census Tract 39.03, Mecklenburg County, North Carolina	9	Harvest Center of Charlotte	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 39.03, Mecklenburg County, North Carolina	10	Renaissance West Community Initiative	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 2, Census Tract 59.20, Mecklenburg County, North Carolina	11	Eagle Lake	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 1, Census Tract 59.28, Mecklenburg County, North Carolina	12	Steelberry Acres Neighborhood Association	a. Project Website b. Local Community Group Meeting c. Targeted Social Media Ads
Block Group 2, Census Tract 38.05, Mecklenburg County, North Carolina	13		a. Targeted Social Media Ads b. Project Website
Block Group 1, Census Tract 59.13, Mecklenburg County, North Carolina	14		a. Targeted Social Media Ads b. Project Website
Block Group 4, Census Tract 59.13, Mecklenburg County, North Carolina	15		a. Targeted Social Media Ads b. Project Website
Block Group 3, Census Tract 59.13, Mecklenburg County, North Carolina	16		a. Targeted Social Media Ads b. Project Website
Block Group 2, Census Tract 59.13, Mecklenburg County, North Carolina	17		a. Targeted Social Media Ads b. Project Website

Block Group 2, Census Tract 59.27, Mecklenburg County, North Carolina	18		a. Targeted Social Media Ads b. Project Website
Block Group 1, Census Tract 59.27, Mecklenburg County, North Carolina	19		a. Targeted Social Media Ads b. Project Website

4. Effective Communication

CLT 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 CLT’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. Project/Subject Webpage(s)
2. Social Media
3. Public/Community Meeting(s)
4. Community Event(s)
5. Newspaper Ads (English and Spanish)
6. Press Release(s)
7. Memo(s)
8. Telephone Number
9. Hand-outs and flyers at each meeting

6. Records

This section includes the procedures CLT will follow to document 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. Public Meeting Summary Reports
2. Project Webpage (<https://www.cltairport.com/community/noise/part-150/>)

Records will be kept for community input. The records will document how CLT 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. Digital Project Files
2. Project Webpage (<https://www.cltairport.com/community/noise/part-150/>)

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:

Demographic Information Collection Methods

1. The Part 150 Outreach included demographic data from the U.S. Census Bureau, 2020 Census Restricting Data (Public Law 94-171) used to identify minority populations within each census block group.

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), CLT 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,

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.

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 **CLT's** Title VI Plan.

This information is updated annually⁶ through checking the following resources:

Data Sources for Languages Spoken in Affected Community	Website link to Data Source
U.S. Census Bureau	https://data.census.gov/cedsci/table?q=B16001&tid=ACSDT1Y2019.B16001

Beneficiary Diversity

Demographic information is collected from airport customers, attendees at community meetings, and businesses seeking opportunities at the airport, through voluntary disclosures.

Description of Beneficiary Demographic Information Collection Methods

- *Business Intelligence Division conducts quarterly surveys of airport guests for customer satisfaction with airport concessions, restroom cleanliness, food offerings, and other elements and services. The survey includes a voluntary request for demographic information, including gender, age, household income, education level, race/ethnicity, reason for travel, and domestic/international destination.*
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Staff and Advisory Board Diversity

Demographic information is collected from airport program employees and members of planning and advisory boards, through voluntary disclosures.

Description of Employee and Advisory Board Demographic Information Collection Methods

- *Job applicants are asked to submit the same information when submitting their job application through the job application website.*
 - *Every year, the Office of Civil Rights sends an email to all employees asking them to voluntarily enter non-English language demographic information via email.*
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⁶ Data should be kept up-to-date, but this plan does not need to be updated for incremental data changes during the Plan's 3-year period.

Appendix

Exhibit 1, Local Community Groups Identified within Affected Community

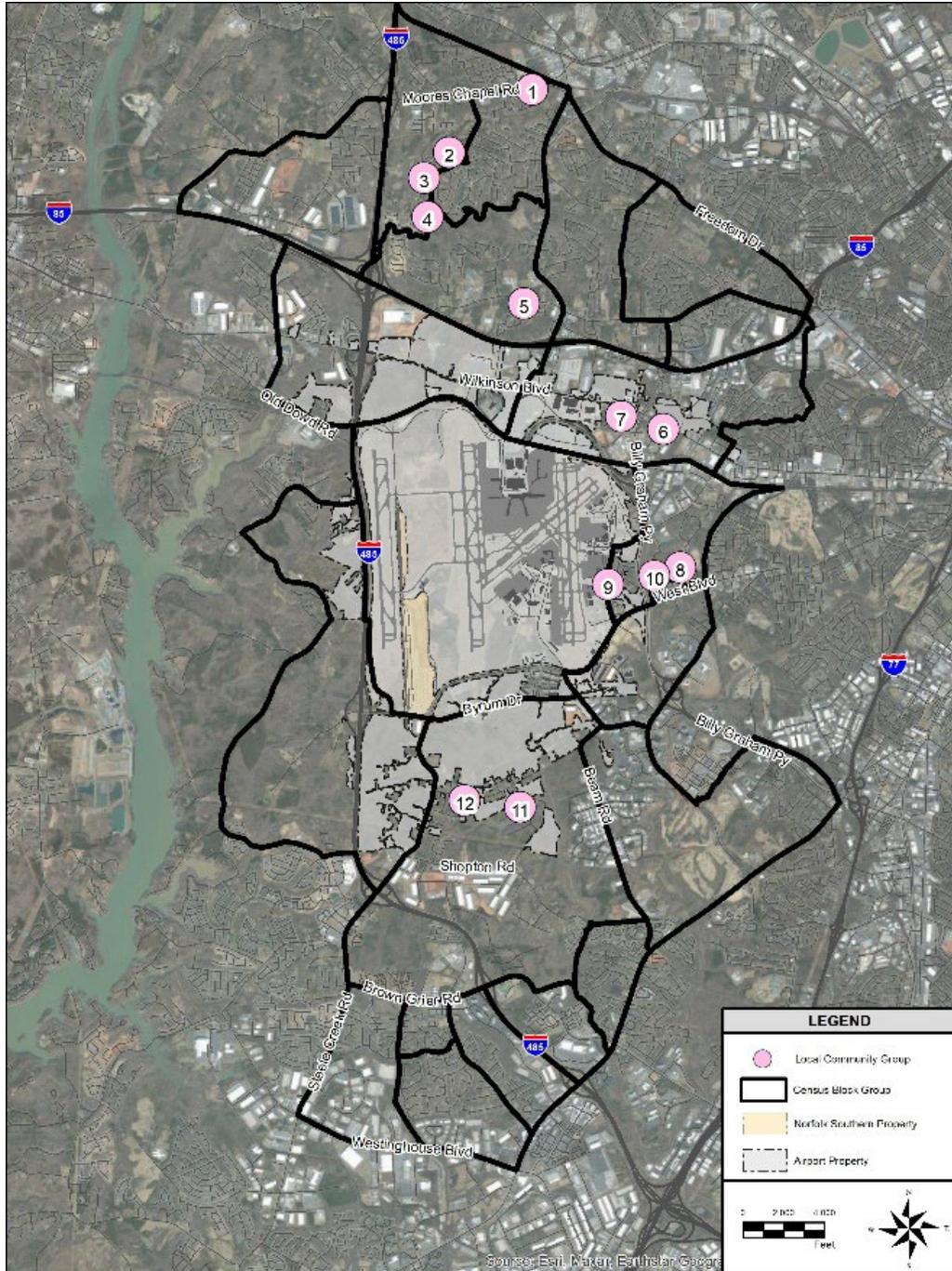


Exhibit 2, Part 150 Public Meeting 1 Outreach Report, Spring 2023 Social Media Campaign Excerpt

Social Media Campaign

Two video ads were placed on Facebook and Instagram, running from March 8th to March 23rd, 2023. Targeting included residents within and in a 5-mile radius around the following zip codes: 28214, 28278, 28273, and 28216.

CLT Charlotte Douglas International Airport - CLT
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The City of Charlotte invites you to a Public Meeting for the CLT Part 150 Study Update on March 22 and 23.

March 22, 2023
Harris Conference Center
3216 CPCC Harris Campus Drive
Charlotte, NC 28208

March 23, 2023
Aloft Charlotte Airport
3928 Memorial Pkwy
Charlotte, NC 28217

Get Involved
The same information will be presented both nights [Learn More](#)

👍❤️ 541 26 Comments 87 Shares

👍 Like 💬 Comment ➦ Share 🌐

CLT Public Meeting Ad 1

CLT Charlotte Douglas International Airport - CLT
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Learn about CLT's Part 150 Study Update on March 22 and 23.

Come to the meeting to learn more and provide your input.

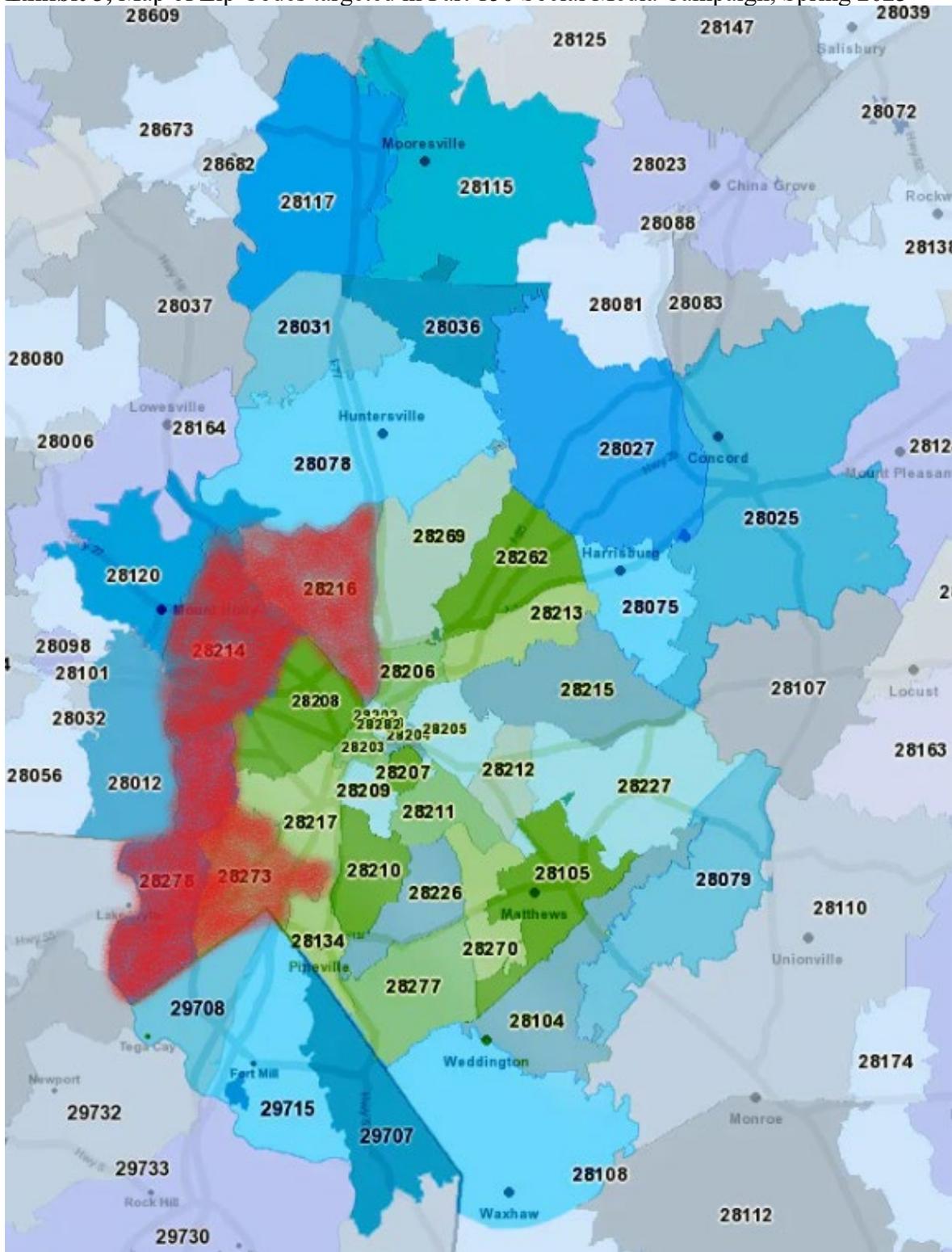
Ask your questions at the Public Meeting
The same information will be presented both nights [Learn More](#)

👍❤️ 541 26 Comments 87 Shares

👍 Like 💬 Comment ➦ Share 🌐

CLT Public Meeting Ad 2

Exhibit 3, Map of Zip Codes targeted in Part 150 Social Media Campaign, Spring 2023



(Targeted ads included these zip codes as well as a 5-mile radius from each zip code colored in red.)