

Ontario International Airport Authority Community Participation Plan (CPP)¹

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by **Ontario International Airport Authority (OIAA)** 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 **OIAA** CPP are:

Responsible Official	Title, Office, and Responsibilities
1. Jamaal Avilez	Chief Administrative Officer
2. Zubayr Rahman	Contracts Analyst

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

Website, In-person, and Other Communication Methods

1. www.FlyOntario.com
2. In-person

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

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

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.

Website, In-person, and Other Distribution Methods

1. www.FlyOntario.com
2. Email requests @ BECompliance@flyontario.com
3. In-person requests

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).

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

Planning Processes

1. Ontario International Airport Capital Improvement Program (CIP) Master List

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

Public Input Methods	Planning Process(es) that use each Method
A. Request for Community Feedback via FlyOntario.com	#1
B. OIAA Board of Commissioners Meeting	#1
C. Ontario International Airport – Inter Agency Collaborative	#1
D. Local Community Meetings	#1

3. Identification of and Focused Outreach to Affected Communities

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

The specific steps OIAA 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.

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	Key Community Reps. (CBOs, leaders, etc.)	Focused Outreach Steps
i. City of Ontario	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Member of Greater Ontario Business Council b. Member of GOCAL (Greater Ontario California) c. Attend/Participate/Sponsor community events as appropriate
ii. City of Montclair	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Attend/Participate/Sponsor community events as appropriate
iii. City of Upland	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Member of Upland Chamber of Commerce b. Attend/Participate/Sponsor community events as appropriate
iv. City of Rancho Cucamonga	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Member of Rancho Cucamonga Chamber of Commerce b. Attend/Participate/Sponsor community events as appropriate
v. City of Fontana	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Member of Fontana Chamber of Commerce b. Attend/Participate/Sponsor community events as appropriate
vi. City of Jurupa Valley	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Attend/Participate/Sponsor community events as appropriate
vii. City of Chino	Community Based Organizations, Government Agencies, Local Businesses, Local Schools, and Educational Institutions	a. Member of Chino Valley Chamber of Commerce b. Attend/Participate/Sponsor community events as appropriate

4. Effective Communication

OIAA 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 **OIAA**'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. Social media platforms

2. www.FlyOntario.com

3. Inland Valley News group

6. Records

This section includes the procedures **OIAA** 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. Designated office(s) of OIAA Administrative Division

2. www.FlyOntario.com

Records will be kept for community input. The records will document how **OIAA** 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. Designated office(s) of OIAA Administrative Division

2 www.FlyOntario.com

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. Voluntary disclosure via sign-in sheets

2. Voluntary disclosure via even registration forms

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), OIAA 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 **OIAA** Title VI Plan. Title VI Plan is updated every 3 years, thus our CPP Reports for the prior 3 years will be added to the Title VI Plan.

Appendix 1

Please refer to Section 6 of the OIAA Title VI Plan.

Appendix 2

Please refer to Section 8 of the OIAA Title VI Plan.

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.