

## Service and Fare Equity Analysis Policy

Pursuant to Federal Transit Administration (“FTA”) Circular 4702.1 and Title VI of the Civil Rights Act of 1964, and their related regulations, the following is the policy of the Connecticut Department of Transportation (CTDOT) for service and fare equity analyses and determination of disparate impact and disproportionate burden.

Disparate impact refers to a facially neutral policy or practice that disparately affects members of a group identified by race, color, or national origin, when the recipient’s policy or practice lacks a substantial legitimate justification and when there exists one or more alternatives that would serve the same legitimate objectives but with less disparate impact on the basis of race, color, or national origin.

Disproportionate burden refers to a facially neutral policy or practice that disproportionately affects low-income population’s more than non-low-income populations.

### Major Service Change Policy

All proposed service changes, both reductions and/or expansions meeting the definition of a “Major Service Change” are subject to a Title VI Service Equity Analysis with the exceptions outlined in the Service Equity Analysis section of this policy. CTDOT will conduct a public hearing prior to presentation of the proposal to the Commissioner of Transportation for approval and implementation actions. CTDOT defines a major service change as any service change meeting at least one of the following criteria:

- Route restructuring actions resulting in at least a 25% change in overall route length.
- Service frequency changes that results in a 25% or more change in annual revenue vehicle miles (RVM). Annual RVMs are a compilation of weekday and weekend RVMs.
- A service change adding or reducing service to a fixed guideway station resulting in a greater than 25% change in service at the station.
- Service change actions resulting in at least a one-hour change in service span.

### Service Equity Analysis

A Service Equity Analysis will be conducted whenever CTDOT proposes a major service change to the rail or bus system as defined in the policies provided above; providing these changes will remain in effect in excess of twelve (12) months. When a service change is proposed, there shall be a twelve-month look-back, to determine if the aggregate of any changes in the prior twelve (12) months would have triggered one of the major service change criteria.

The following service changes are exempted:

- Standard seasonal variations in service: a seasonal route or routing variation is usually a modification to service to provide “added” access that is not broadly needed year-round, or the discontinuation of same. Any temporary service addition, change, or discontinuation of a route with the intention that it will be in operation for less than twelve months. While all changes from regular service to seasonal service and the reverse are exempt, should there be changes within the seasonal service from one year to the next, CTDOT will conduct a SAFE analysis should the change exceed fifty percent (50%), regardless of increase or decrease in service;

- Changes on routes serving sporting events, special events, or service contracted through other cities or agencies;
- Any service change that does not meet the definition of a major service change such as minor route alignments, frequency, span, or time point adjustments; route or bus stop changes due to temporary road detours caused by construction, maintenance, closures, emergencies, labor disruptions or strikes, fuel shortages, or safety concerns; etc.

### Fare Equity Analysis

A fare equity analysis will be conducted whenever CTDOT proposes a fare change, regardless of the amount of increase or decrease.

For proposed fare changes CTDOT will –

1. Determine the number and percent of users of each fare media proposed for increase or decrease;
2. Review fares before the change and after the change;
3. Analyze the fare media generated from ridership surveys indicating whether minority and/or low-income riders are disproportionately more likely to use the mode of service, payment type, or fare media proposed for change;
4. Compare the impacts for each particular fare media between minority users and overall users;
5. Compare the impacts for each particular fare media between low-income users and overall users; and
6. Identify alternatives and mitigation strategies when the impacts exceed the thresholds established with the disparate impact and disproportionate burden policies.

A fare change is defined as an increase or decrease in fares: (a) on the entire system, (b) on certain transit modes, or (c) by fare payment type or fare media. The exceptions are as follows:

1. “Spare the air days” or other instances when a local municipality, the State or CTDOT has declared that all passengers ride free;
2. Temporary fare reductions that are mitigating measures for other actions (i.e. construction activities that close a segment of the rail system for a period of time); or
3. Promotional fare reductions that last less than six (6) months.

FTA Circular 4702.1B states that a recipient can implement a fare increase that would have a disproportionate or adverse effect provided that it demonstrates the action meets a substantial need that is in the public interest, and that alternatives would have more severe adverse effects than the preferred alternative.

### Disparate Impact/Disproportionate Burden Policy

The purpose of this policy is to establish thresholds which identifies when adverse effects of a major service or fare change result in a disparate impact to minority populations, or a disproportionate burden to low income populations.

The Department applies the Disparate Impact Policy and the Disproportionate Burden Policy uniformly to all major service and fare changes regardless of mode.

## Major Service Changes

A major service change to the rail or bus system will be deemed to have a disparate impact on minority populations or a disproportionate burden on low income populations, if the percentage of riders or vehicle revenue hours on affected minority-classified or low-income classified routes is at least fifteen (15%) percent higher than the percentage of riders or vehicle revenue hours on non-minority-classified or non-low income classified routes affected by the major service change.

## Fare Changes

A fare change will be deemed to have a disparate impact on minority populations or a disproportionate burden on low income populations if its implementation results in either:

1. When one fare change is proposed, the percentage of impacts of the proposed fare change borne by minority or low income riders as a result of the proposed fare change is at least ten (10%) percentage points higher than the percentage of impacts of that proposed fare change on the overall rider population; or
2. When more than one fare change is proposed:
  - a. For each fare change in the package: the percentage of impacts of each individual proposed fare change borne by minority or low income riders as a result of the proposed fare change is at least ten (10%) percentage points higher than the percentage of impacts of that proposed fare change on the overall rider population; and
  - b. For the total package of fare changes: the aggregate percentage of impacts for the proposed fare changes borne by minority or low-income riders as a result of the proposed fare changes is at least five (5%) percentage points higher than the aggregate percentage of impacts on the overall rider population.

FTA Circular 4702.1B states that a recipient can implement a fare change that would have a disproportionate or adverse effect provided that it demonstrates the action meets a substantial need that is in the public's interest and that alternatives would have more severe adverse effects than the preferred alternative.