Civil Rights Requirements for Airport Sponsors

Federal Aviation Administration

In a continual effort to educate sponsors regarding their Airport Improvement Program (AIP) grant obligations, the FAA's Office of Airports and Office of Civil Rights have joined forces to provide this Quick Reference Guide.
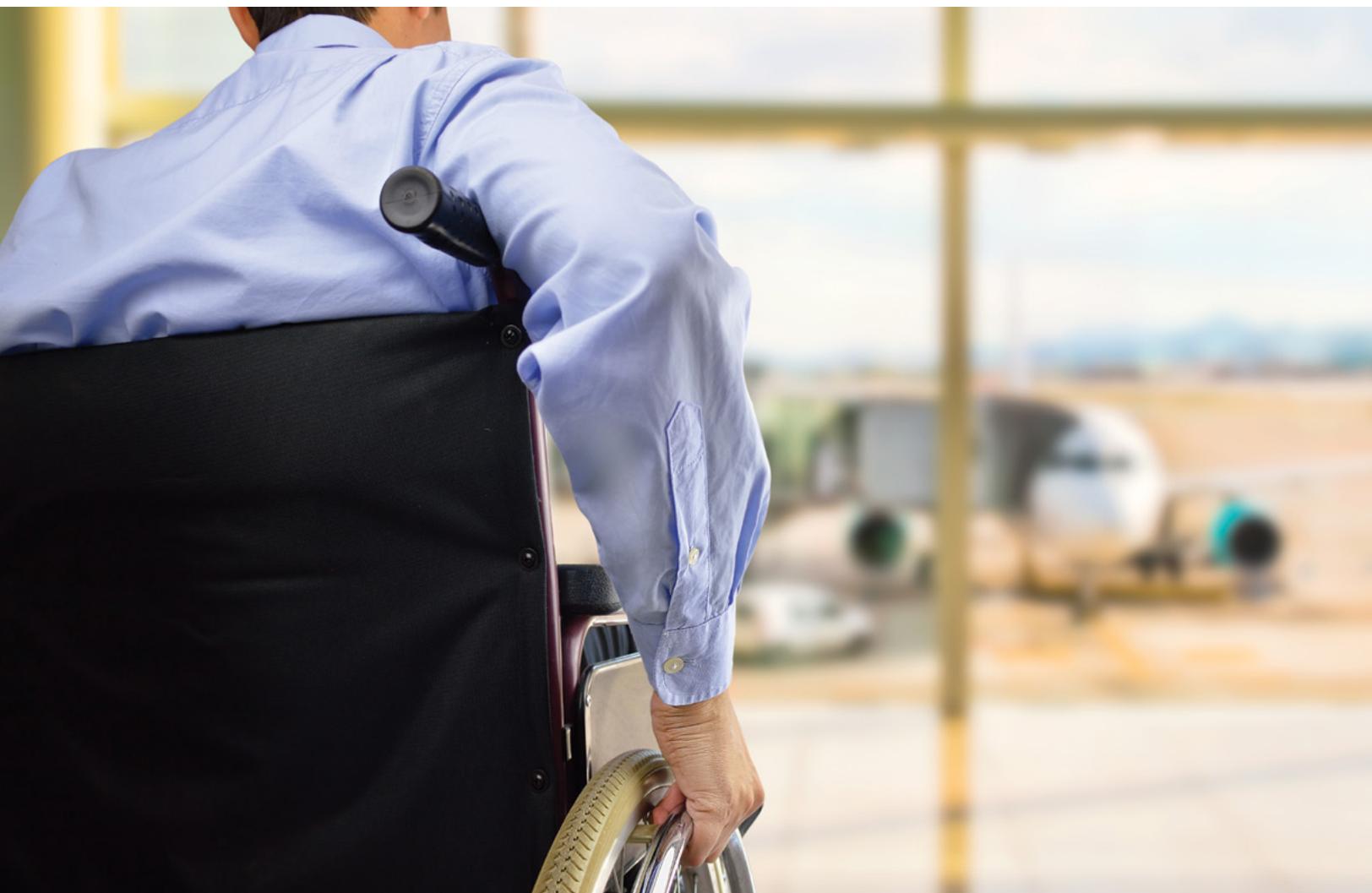
MISSION

Office of Airports (ARP)

The FAA Office of Airports provides leadership in planning and developing a safe and efficient national airport system while requiring compliance and oversight of airport-related programs. The FAA's Airport Compliance Program ensures that a sponsor complies with the federal obligations they assume when they accept federal grant funds.

Office of Civil Rights (ACR)

The FAA Office of Civil Rights implements the civil rights and equal employment opportunity policies and operational programs to ensure their full and successful development in support of the FAA in providing the safest, most efficient aerospace system in the world. The Office of Civil Rights' vision is to create, within the FAA and its federally assisted programs, an environment free of civil rights violations and discrimination where all are treated equitably with dignity and respect.

ENSURING EQUAL RIGHTS

The Office of Civil Rights is responsible for the compliance and oversight of the Airports' civil rights programs. Per the Civil Rights Act of 1964, statutory requirements prohibiting discrimination remain in effect for as long as the property is used as an airport. The following is an overview of civil rights programs:

1. **Disadvantaged Business Enterprise (DBE) and Airport Concession DBE (ACDBE) Programs**
   These programs help ensure there is a level playing field for socially and economically disadvantaged firms to compete for airport contracting and concession opportunities.

   - **DBE Program:** Requires airports that receive FAA AIP grants, who will award prime contracts with a cumulative total value exceeding $250,000 in FAA funds in a Federal fiscal year, to have a DBE program and meet other related requirements as a condition of receiving these funds.

   - **ACDBE Program:** Requires primary/commercial service airports that receive AIP funding, and that have concession revenues of $200,000 or more from either car rental or non-car rental concessions, to have an ACDBE program and meet other related requirements as a condition of receiving these funds.
     www.faa.gov/about/office_org/headquarters_offices/acr/bus_ent_program/fed_reg/

2. **Airport Disability Compliance Program (ADCP)**
   ADCP ensures that airport operators/sponsors meet regulatory requirements to ensure travelers with disabilities have access to the activities, programs and services available to all travelers at an airport, and promotes increased awareness of accessible air travel for people with disabilities.
   www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/disability_compliance/

3. **Airport Non-Discrimination Compliance Program (ANCP)**
   Title VI, enacted as part of the landmark Civil Rights Act of 1964, prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. Protections were later extended to prohibit discrimination based on sex and creed, and were otherwise clarified through regulation, executive orders, and other means. Airports are required to take affirmative action to ensure there is nondiscrimination in all operations associated with airport operations, to include:

   - Limited English Proficiency (LEP) requirements, and

   - Environmental Justice (EJ) requirements.
     www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/non_disc_pr/

4. **FAA Civil Rights Connect System**
   FAA Connect is a centralized, web-based resource for the DBE, ACDBE, ADCP, and ANCP program records. It provides a quick reference for the required civil rights compliance and reporting requirements provided in this brochure.
   www.faa.gov/about/office_org/headquarters_offices/acr/bus_ent_program/media/faa_dbe_connect_system_guidance_1.pdf

REFERENCES

Note: All of the links, unless otherwise noted, can be accessed by choosing the appropriate topic from the FAA Airports website at: www.faa.gov/airports/

- Airport Improvement Program (AIP)

- Airports Compliance Program - Appendix V - Grantee Covenants, FAA Compliance Manual – Order 5190.6B

FAA Civil Rights Connect Database
faa.civilrightsconnect.com/FAA/login.asp

Note: All of the other National External Civil Rights Program Guidance can be accessed by choosing the appropriate topic from the FAA Office of Civil Rights website at: www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/

Who to Contact to Report an Airport Incident
The FAA is dedicated to eliminating unlawful discrimination on the basis of race, color, national origin, sex, age, religion, creed, sexual orientation, and individuals with disabilities in federally operated and federally assisted transportation programs.

- For an ADCP Complaint, first contact airport owner/operator and/or ADA coordinator. For other Airport Discrimination Complaints, contact the FAA Office of Civil Rights – Airport Nondiscrimination Program or FAA Office of Civil Rights – National External Operations Program Staff.
  www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support

- TSA Security Checkpoint issues, contact the Transportation Security Administration.
  www.tsa.gov

- Airline Operators, contact the DOT Aviation Consumer Protection and Enforcement.
  www.transportation.gov/airconsumer

Who to contact to file a complaint (regarding DBE, ACDBE, ADCP, and ANCP Program compliance)
If you believe you or others have been subjected to discrimination, you may submit a signed, written complaint within 180 days of the date of the alleged discrimination to:

Federal Aviation Administration
Office of Civil Rights, ACR-1, Room 1030
800 Independence Avenue, SW
Washington, DC 20591
Phone: (202) 267-3258
Fax: (202) 267-8341

U.S. Department of Transportation
Federal Aviation Administration

800 Independence Avenue, SW
Washington, DC 20591