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INDOT Environmental Services Project Development Community Impact Assessment (CIA) Guidance

This guidance describes the steps required for the Indiana Department of Transportation (INDOT) Environmental Services Project Development Community Impact Assessment (CIA). All INDOT projects with federal participation subject to the National Environmental Policy Act (NEPA) process are required to complete a CIA and describe the results of the analysis within the project's environmental document. This CIA will be completed early within the NEPA process during project development and will be used in part to provide information for developing the project's Public Involvement Plan (PIP). The findings from this analysis should be incorporated into the project's PIP as needed to ensure the community is engaged with the project's public involvement. This analysis is conducted in a neutral, data-driven manner to support compliance with NEPA, to ensure compliance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities.

This guidance contains four steps for analysis. If your project does not meet any of the criteria in Step 1, then Steps 2 through 4 are not required for the assessment. For projects that meet any of the criteria in Step 1, then Steps 2 through 4 are required. A separate report will be prepared to detail the CIA and provide the project-specific information to address the questions in Steps 2 and 3. This report will be submitted to INDOT Environmental Services Division (ESD) for review and approval. After the report is approved by INDOT ESD, the report will be added to the project's environmental document as an appendix item, and a discussion/summary will be included in the environmental document text. Please refer to the most recent version of the NEPA Guidance Language on the INDOT ESD website for recommendations on what to include in the project's environmental document text.

Step 1: Screening based on project features and type. *If your project meets one or more of these features, continue to Steps 2 through 4.*

1. Construction of a highway on new location
2. Construction of a new grade separation
3. Construction of a new interchange or expansion (addition of new ramps) or alteration of an existing interchange
4. Addition or removal of travel lanes
5. Permanent traffic alteration
6. Addition or removal of bike lanes or on-street parking
7. Upgrade of a non-freeway roadway facility to a freeway roadway facility
8. Addition of tolled or managed lanes
9. Construction of a new raised median or extension of an existing raised median that will prevent access to at least one public roadway
10. Introduction of a new median along a previously undivided facility
11. Innovative intersection treatments (e.g., roundabout, Reduced Conflict Intersection [RCI], Green T intersection, or Displaced left turn [DLT])
12. Anticipated detour, traffic diversion, or other construction impacts on the surrounding community that is greater than one construction season

Step 2: Describe the community or communities in the project area.

1. Describe the character of the project area—is it urban, suburban, rural, or a combination?
2. What community resources are present? Include resources like retail centers, grocery stores, community centers, post offices, libraries, government service centers (e.g., Social Security Administration [SSA], Family and Social Services Administration [FSSA], municipal buildings, courts, and Bureau of Motor Vehicles [BMV]), shelters, day care centers, community centers, recreation centers, ballfields, parks, houses of worship, or schools. **This is not a fully inclusive list, but an example of resources that warrant consideration.*
3. Briefly characterize the existing level of community cohesion including changes in connectivity, access, and travel patterns in the study area.
4. Consider the daily travel patterns within any affected neighborhoods. Is there a shared reliance on the community facilities and businesses within the study area?
5. What major employment centers and employers are present in the project area?
6. Does the area host recurring special events, like fairs, festivals, or other gatherings?
7. What public transportation stops or pedestrian facilities (e.g., crosswalks; sidewalks; or walking, biking, or water trails) are present in the project area?
8. Describe the project area's U.S. Census demographics compared to the state average (using the American Community Survey [ACS] 5-year estimates), using one or more tables to organize the data.
 - a. % race non-white (Table B02001)
 - b. % Hispanic or Latino (Tables B03001)
 - c. % population below poverty level (Table S1701)
 - d. % family households (Table B11001)
 - e. % disabled (Table S1810)
 - f. % population younger than 18 years old (Table S0101)
 - g. % population older than 65 (Table S0101)
 - h. % commute in car, truck, or van (Table S0801)
 - i. % unemployed 16 years and older (Table S2301)
 - j. % speaks English only (Table C16001)
 - k. % without internet subscription (Table S2801)
9. Describe any outreach considerations from the project specific PIP including outreach to Limited English Proficiency (LEP) populations (if identified).
10. Describe considerations from the INDOT Planning PIP.

Step 3: Describe the project's positive and negative effects on the community characteristics identified above in Step 2.

1. Explain how the project will affect the community. Include the impacts associated with the project (e.g., right of way (ROW) acquisition, relocations, maintenance of traffic (MOT), traffic diversion, noise impacts, visual impacts, or permanent lighting).
2. Describe whether construction of the proposed project would change the existing level(s) of separation experienced near the project area.

- a. Changes in separation could include but are not limited to introduction of a new physical barrier, expansion of an existing physical barrier, or contribution to a perceived sense of separation by constructing a new grade separation.
 - b. Bicycle and pedestrian movements should be specifically described in this response.
3. Describe whether the changes associated with the proposed project, including impacts to access and travel patterns, would directly or indirectly result in separation or isolation of any geographic areas or populations within the study area. Consider all transportation modes if multiple modes (e.g., pedestrian, bus, or bicycle) are used, desired, or planned in the community study area.
4. Describe whether the proposed project would affect use of local services and community facilities identified in Step 2.
 - a. How would the project impact access to these services and facilities?
 - b. Consider all transportation modes if multiple modes are used in the study area.
5. Identify design elements proposed to avoid, minimize, or mitigate adverse impacts to community cohesion.

Step 4: Submit the CIA report to INDOT ESD for review and approval at ESD.NEPA@indot.in.gov. After approval of the CIA Report, the environmental document preparer will add the CIA report to the project's environmental document as an appendix for inclusion with the environmental document review. The submittal should include the report, maps of the project area with census tracts labeled, and screenshots of the US census tables used to pull the data for the report.