

Airport Sponsor Community Participation Plan (CPP)¹

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by **Central Wisconsin 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 Central Wisconsin Airport CPP are:

Responsible Official	Title, Office, and Responsibilities
1. Brian Grefe	Airport Director
2. Julie Ulrick	Airport Badging Coordinator, Website
3. Sara Severson	Marathon County Public Information

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

Website⁴, In-person, and Other Communication Methods

1. https://www.marathoncounty.gov/about-us/contact-us
2. https://www.fly-cwa.org/contact-us
3. In person inquiry at CWA Airport Terminal 100 CWA Dr. Mosinee, WI 54455

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

Central Wisconsin Airport 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.

⁴ <https://www.marathoncounty.gov/about-us/contact-us>

Website⁵, In-person, and Other Distribution Methods

1. Airport website, Title VI page at <https://www.fly-cwa.org/civil-rights>
2. In person inquiry at CWA Airport Terminal 100 CWA Dr. Mosinee, WI 54455

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).

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

Planning Processes

1. Central Wisconsin Joint Airport Board Meeting
2. Joint Finance Committee of Marathon and Portage County Meeting
4. Public Open Houses for Master Planning
5. Marathon County Infrastructure Committee for Airport CIP Meeting
6. State of Wisconsin – Bureau of Aeronautics CWA Airport Petition for Airport Projects
7. Comment Forms

Central Wisconsin Airport seeks public input for the above processes through one or more of the following methods:

Public Input Methods	Planning Process(es) that use each Method
A. Public Meeting	#(1-6)
B. Website	#(1-7)
C. Press Release	#4, 6
D. Social Media	#7

⁵ <https://www.fly-cwa.org/contact-us>

3. Identification of and Focused Outreach to Affected Communities

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

The specific steps Central Wisconsin Airport will take to communicate with, inform, educate, consult or solicit input from, and expand opportunities for engagement with each Affected Community,⁶ are provided below.

Affected Community	Key Community Reps. (CBOs, unions, leaders, etc.)⁷	Focused Outreach Steps
i. Mosinee, Kronenwetter (ZCTA5 54455)	Mosinee City Administrator, Marathon County Clerk, Portage County Executive, Mosinee Area Chamber of Commerce	a. Notification of Public Meetings b. Notification of Press Releases

4. Effective Communication

Central Wisconsin Airport 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 ensuring materials are in accessible formats for persons with disabilities and in languages other than English. See Limited English Proficiency (LEP) section of Central Wisconsin Airport’s Title VI Plan.

⁶ “Affected communities” means any readily identifiable group impacted or potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.
⁷ Potential representatives include chamber of commerce, environmental advocacy groups, business leaders, and labor groups. These representatives should have a close association with the community, with particular emphasis on connection to racial and ethnic minority groups within the communities, including limited English proficient populations, as well as other constituencies historically underserved by transportation programs, such as low income populations, and others.

5. Communication Platforms

Diverse communication platforms will be utilized to effectively reach the broadest audience. Central Wisconsin Airport will use one or more of the following platforms to communicate project details, the nondiscrimination obligations, and points of contact for the public to share project or operational feedback with our office and the FAA.

Social Media, Monitors, and Other Communication Platforms

- 1. Airport Website**
- 2. Social Media**
- 3. Press Releases**
- 4. Public Open Houses/Outreach**

6. Records

This section includes the procedures Central Wisconsin Airport will follow to document our outreach efforts. Records for steps taken to provide outreach to Affected Communities will be maintained in one or more of the following locations:

Website⁸, In-person, and Other Storage Methods

- 1. Airport Administration Airport Server Data Storage with In-Person Access**
- 2. Airport Administration Physical Files with In-Person Access**
- 3. Airport Website**

Records will be kept for community input. The records will document how Central Wisconsin Airport considered, weighed, and incorporated input received. The records will include justifications for any decisions contrary to community feedback. The records will be stored in one or more the following locations:

Website⁹, In-person, and Other Storage Methods

- 1. Airport Administration Airport Server Data Storage with In-Person Access**
- 2. Airport Administration Physical Files with In-Person Access**

Records for demographics of participants will also be kept. Demographic information includes race, national origin, sexual orientation, gender identity, creed, age, disability, languages spoken, and community membership.¹⁰ Voluntary demographic information may be collected by the following methods:

⁸ <https://www.fly-cwa.org/>

⁹ <https://www.fly-cwa.org/>

¹⁰ 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.

Demographic Information Collection Methods

- 1. Voluntary disclosure by attendees at public meetings**
 - 2. Voluntary disclosure on electronic comment forms**
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CPP records will be made available to the public using the same methods for other information outlined within this plan.

7. Reporting Outcomes

Within 60 days of the end of each fiscal year (FY),¹¹ Central Wisconsin Airport will create a CPP Report for the completed 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 the completed FY,
2. The results of those efforts for the completed 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 Central Wisconsin Airport's Title VI Plan. If no current Title VI Plan exists, the CPP Reports will be added to its Title VI Assessment for each grant.

¹¹ The first report is required after the first complete fiscal year, after this plan is adopted. Information for activities during a partial year immediately following adoption of the plan will be included with the first full year's report.