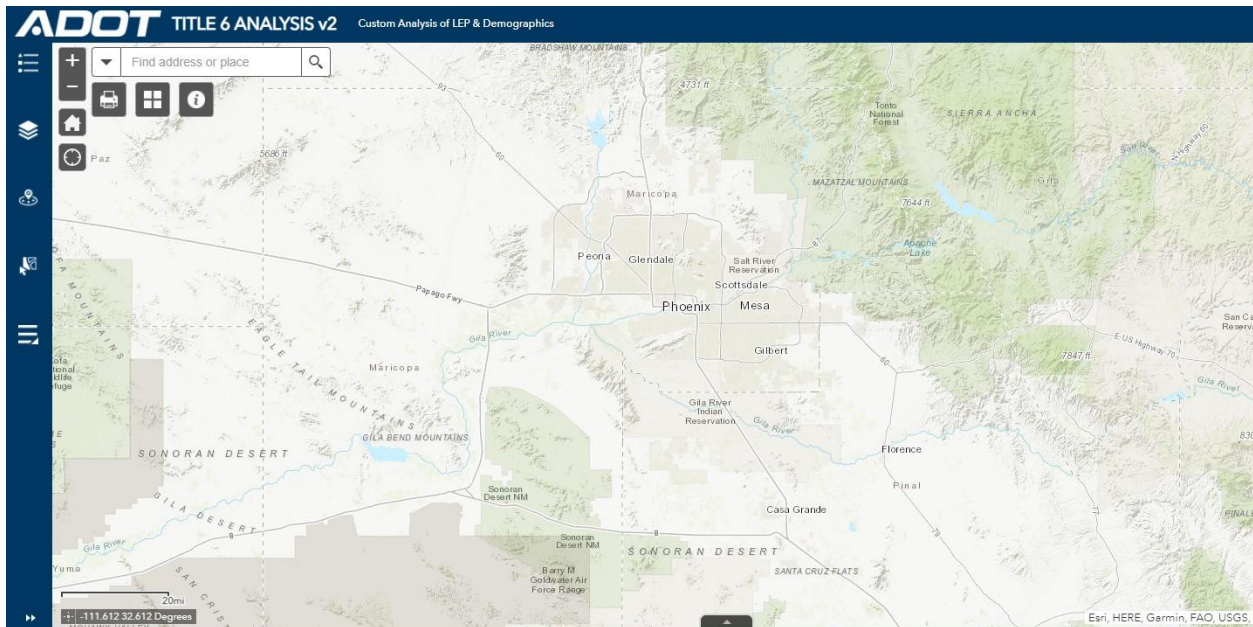# Title VI, EJ, LEP Dashboard eMaps v2 Guide

ADOT's Civil Rights Office (CRO) Title VI, EJ and LEP Analysis web viewer is an interactive GIS web mapping application that provides an easy way to explore, visualize, and analyze Environmental Justice, Title VI and Limited English Proficiency GIS information in Arizona. With eMaps, you can view data produced by CRO such as:

- Race
- Minority
- Limited English Proficiency
- Low Income

The following eMap guide describes how to use the CRO interactive web mapping application.

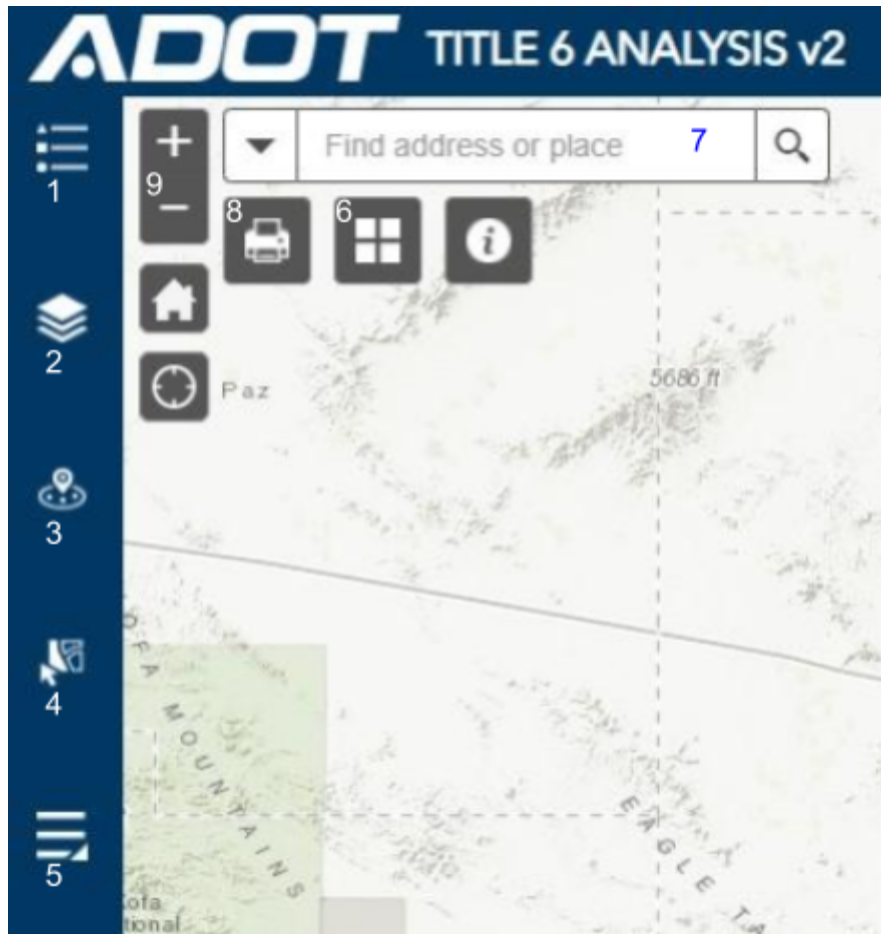Title VI/EJ/LEP eMaps V2
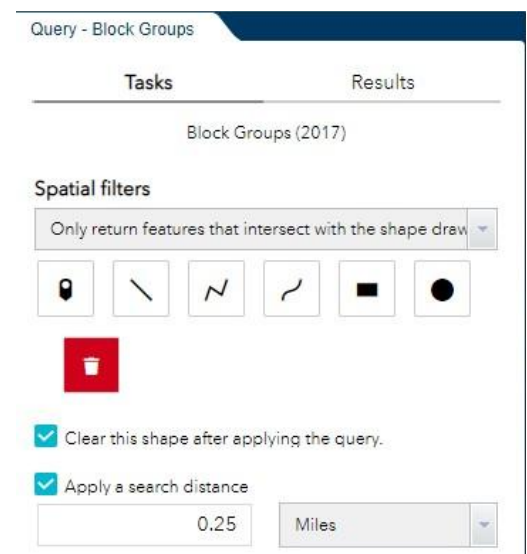
Map Navigation

Figure 1: Map navigation buttons labelled

1. **Legend:** The Legend tool displays labels and symbols for layers in the map. The order in which layers appear in the Legend tool corresponds to the layer order in the map.

2. **Layer List:** The Layer List tool provides a list of operational layers and their symbols, and allows you to turn individual layers on and off. Each layer in the list has a checkbox that allows you to control its visibility.

3. **Locator:** This tool will zoom into the area near you if you are using a location sharing device or you can enter an address and search, or you can drop a pin on the map to highlight a radius around the point (it does not select the area but you can see how far the radius extends.

4. **Select:** This allows you to select an area.

5. **More:** This menu option opens the Block Group and Zip Code Queries

6. **Basemap Gallery:** The Basemap Gallery tool presents a gallery of basemaps and allows you to select one from the gallery as the basemap for your map. These base maps include a standard streets map, aerial imagery, terrain and topographic maps, as well as others for ease of viewing the Title VI data

7. **Search:** The Search tool allows you to search for a zip code or city.

8. **Print:** The printer icon allows you to print the map only to a pdf. Select advanced and make sure "map extent" is selected to get the entire map selection.

9. **Zoom:** You can also zoom in and out to better view or locate an area.
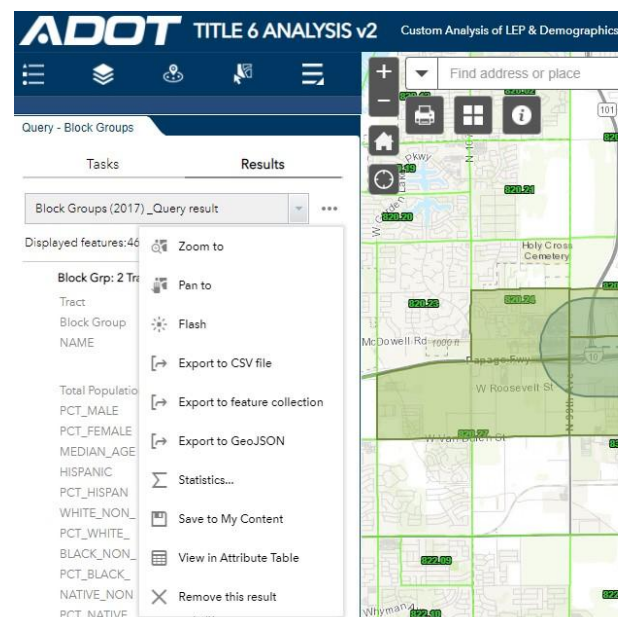
Steps to Search for Data

1. Using the Locator tool (3 above), the Search bar (7 above), or the Zoom feature (9 above), locate the general area you are researching.

2. Select the "More" icon and then "Query - Block Groups"

3. Select the shape you want to draw. For instance, choose a line for a fairly straight road project or use a point for an intersection project (*see Figure 2*).

4. Change the search distance to the distance appropriate for your project (*see Figure 2*). Typically, the more urban the area, the smaller the buffer area and the more rural, the larger. However, this will depend on the types of impacts the project will have.

Above: Figure 2. Below: Figure 3.

5. Select Apply at the bottom.

6. The results will show the highlighted block groups on the right and on the left you will see the demographic data by block group (*see Figure 3*).

7. Click on the 3 dot menu in the left panel to export to csv (note: this only exports the minority and LEP percentages) or view all data in the attribute table (*see Figure 3*).

Figure 4: Attribute Table

8. In the attribute table (*see Figure 4*), you can click options and "Show/Hide columns" to deselect the items you do not want before exporting to a CSV file. You should get minority, LEP, and income from this section. Optionally, you may also want information like household types, numbers of workers commuting by transit type, number of vehicles per household, etc.

9. Once you export to a csv, open with either Excel or Google Sheets to work with the data. When analyzing the EJ data in your spreadsheet, be sure to use total population for LEP persons and minority populations but total households for household income analysis (*see Figures 5 and 6*).

Figure 5: Total Population = Population for Race/Minority Analysis

Figure 6: Total Households = Total when calculating Low-Income Households

10. Identify languages in areas with LEP persons:
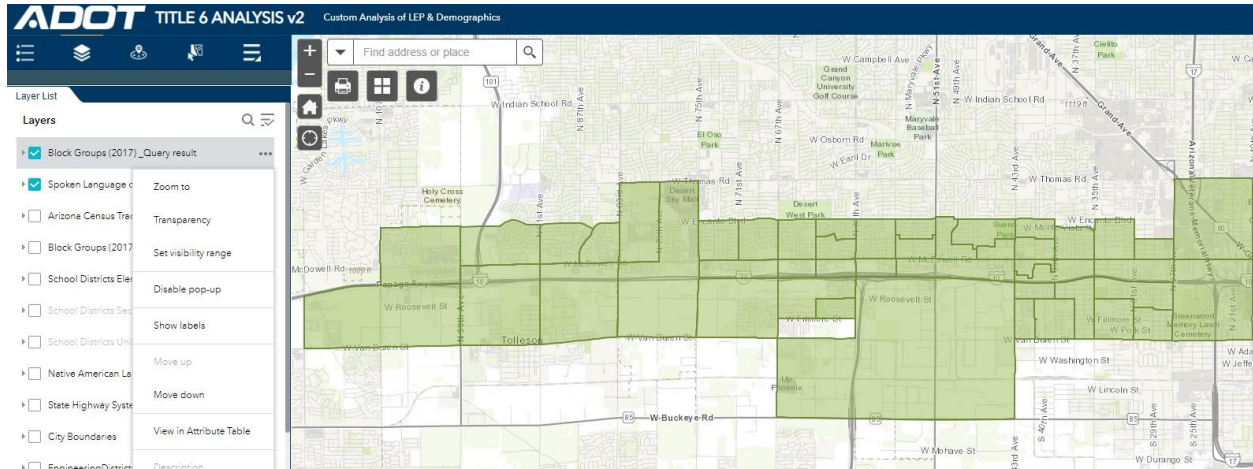   a. Select the Layers icon in the menu.

Figure 7: View query results as a layer

b. Check the box next to your query results and languages spoken, deselect all others (*see Figure 7*).
c. Click on the Select icon on the menu, use the selection tool best for the shape of your highlighted area and trace within it to select the same basic area. It will highlight a slightly larger area because it is selecting tracts instead of block groups (*see Figure 8*).
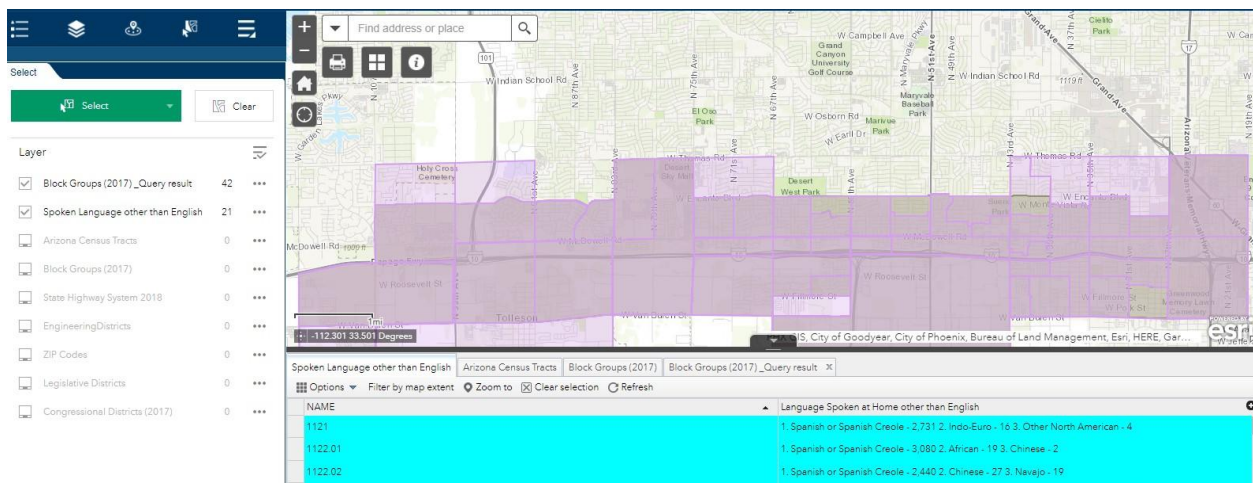

Figure 8: Reselected area (tracts) for languages spoken data

d. View the attribute table at the bottom, making sure the languages tab is selected (*see Figure 8*).
e. Click options>highlight selected records and then export to CSV (*see Figure 8*).
f. Note: If you are trying to determine percentages of language speakers, you will need to use the total population for the tract. You can view this information in the Arizona Census Tracts tab.