**TITLE VI PLAN**

Glen Ullin Transportation Department

Title VI prohibits discrimination in all Federal Transit Administration (FTA) services, programs, or benefits on the basis of Race, Color, or National Origin.

**Title VI Program**

FTA Circular 4702.1B, Chapter III for FTA Subrecipient:

Title VI Requirements & Guidelines for FTA Recipients at

<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/title-vi-requirements-and-guidelines-federal-transit>

The Federal Transit Administration Title VI Circular 4702.1B provides guidance to grantees on how to comply with Title VI regulations, as well as to ensure grantees provide meaningful language access to persons who are limited English proficient. The circular provides specific compliance information for each type of grantee and provides comprehensive appendices including additional guidance and examples to ensure recipients understand the requirements.

By filling out the required fields you are stating that your board of directors, appropriate government entity, or officials responsible for policy decisions and/or approval of board meeting minutes understand the required FTA Circular 4702.1B, Chapter III regulations and agree to adopt all Title VI Program guidelines:

Date: \_April 2017\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title VI Contact Name: \_\_\_Laura Hackenmueller (Amen)\_\_\_\_\_\_\_\_\_\_

Title VI Contact Phone: \_\_701-301-7271\_\_\_\_\_\_\_\_\_

Title VI Contact Email: \_\_\_l.amen@yahoo.com\_\_\_\_

Title VI Board Approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title VI Program Requirement

1. **SUBRECIPIENT TITLE VI AND NON-DISCRIMIINATION POLICY STATEMENT**

Subrecipient has developed a Title VI and Non-discrimination Policy Statement. The Transit Title VI and Nondiscrimination Policy Statement Template has been created and can be found on the NDDOT Transit Operator portal for subrecipient use at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>

*The Title VI Plan can be found on the City of Glen Ullin website under the Transportation Menu.* [*http://www.glen-ullin.com/*](http://www.glen-ullin.com/) **VITAL DOCUMENT – TRANSLATE if significant LEP population.**

An abbreviated “Statement of Non-discrimination” template titled Title VI Plaque Template [Attachment B] has been created and can be found on the NDDOT Transit Operator Portal at the link posted above. This is posted in the bus.  **VITAL DOCUMENT – TRANSLATE if significant LEP population.**

1. **COMPLAINT FORM:**

Subrecipient has developed a Complaint Form and instructions specific to their transit agency by using the template titled Transit Title VI Complaint Form Template found on the NDDOT Transit Operator Portal at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>. **VITAL DOCUMENT – TRANSLATE if significant LEP population.**

1. **COMPLAINT LOG:**

Subrecipient has adopt NDDOTs Transit Title VI – List of Investigations, Lawsuits, and Complaints, SFN 60805 [Attachment E].

This form can be found on the NDDOT Transit Operators Portal at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>

Submit a list all Title VI related transit complaints, investigations, or lawsuits filed with the agency since last Title VI Program submission. Include date complaint was filed; summary of allegation(s); status of investigation, lawsuit, or complaint; and actions taken by subrecipient in response; or final findings relating to.

1. **MINORITY REPRESENTATION ON PLANNING AND ADVISORY BOARDS**:

If subrecipient has a **non-elected** transit related planning board, advisory council, or committee, please submit:

* Complete table depicting racial breakdown of the membership.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Glen Ullin City Council | Member | White M/F | American Indian M/F | Hispanic M/F | Black M/F | Pacific Islander M/F | Asian M/F |
| Terri Kloosterman |  | F |  |  |  |  |  |
| Audrey Duppong |  | F |  |  |  |  |  |
| Doug Martwick |  | M |  |  |  |  |  |
| Dennis Emter |  | M |  |  |  |  |  |
| Anthony Schirado |  | M |  |  |  |  |  |
| Sid White |  | M |  |  |  |  |  |
| Gary Glasser |  | M |  |  |  |  |  |

* The City Council is elected. Glen Ullin Service area has minimal minority residence. Per the 2010 Census 97.27% are white. There is not a reservation in the service area.
* Agencies are required to maintain their transit related planning board, advisory council, or committee information in the BlackCat System. Download, print, and attach list to this document.

1. **PUBLIC PARTICIPATION PLAN:**

Subrecipient are required to submit a Public Participation Plan as part of their Title VI Program. For immediate reference please review FTA C 4702.1B, Chapter III-8. Additional information can be found on page(s) 20-31 of FTA C 4703.1.

Subrecipient has developed a Public Participation Plan specific to their agency using the template titled Public Participation Plan Template found on the NDDOT Transit Operator Portal at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>.

* Glen Ullin Service area has minimal minority residence. Per the 2010 Census 97.27% are white. There is not a reservation in the service area.
* Attendance at City Council meetings are recorded in the minutes and published in the Glen Ullin Times.

1. **LIMITED ENGLISH PROFICIENCY (LEP) PLAN:**

Subrecipient are required to submit a Limited English Proficiency (LEP) Plan as part of their Title VI Program in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq, and Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency. For immediate reference please review FTA C 4702.1B, Chapter III-9.

Subrecipient has adopted NDDOT template to assist subrecipient with development of a LEP Plan. This template can be found on the NDDOT Transit Operator Portal at <http://www.dot.nd.gov/divisions/localgov/transit-operator-portal.htm>.

NDDOT will assist by providing demographic data. The demographic data by county will be placed in the BlackCat System under Resources. This information will be updated by NDDOT as needed.

4/2017