



Title VI Nondiscrimination Training



Purpose of Training

To ensure all management staff, contractees, and service beneficiaries are aware of the provisions of Title VI of the Civil Rights Act of 1964 and the minimum requirements to be in compliance with its rules, laws, and regulations.

Pay Attention!

Title VI applies to all Federally funded projects,
programs and activities!

Executive
Board

Planning
Studies

Technical
Advisory
Committee

Air Quality

Gila-Pinal
Rides
Committee

Transportation
Improvement
Program (TIP)



TITLE VI OF THE CIVIL RIGHT ACT OF 1964

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial assistance.” - *Title VI of the Civil Rights Act of 1964; 42 U.S.C. § 2000d, et seq.*



Title VI Implementation Plan

Due to ADOT - August 1st

- Develop a Title VI Policy Statement
- Acquire signed Title VI Assurances
- Title VI Coordinator
- Complaint Procedures
- **Title VI Training**
- Data Collection
- Program Area Review Procedures
- Limited English Proficiency
- Environmental Justice
- Public Participation Plan
- Requires Executive Board Approval Annually

Title VI Notice to the Public



SUN CORRIDOR METROPOLITAN PLANNING ORGANIZATION'S TITLE VI / AMERICAN WITH DISABILITIES ACT NOTICE TO THE PUBLIC

The Sun Corridor Metropolitan Planning Organization (Sun Corridor MPO) hereby gives public notice that it is the Agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Title II of the Americans with Disabilities Act of 1990(ADA), and related authorities in all of its programs and activities.

The Sun Corridor MPO Title VI and ADA Programs require that no person shall, on the grounds of race, color, national origin, or disability, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which Sun Corridor MPO receives Federal financial assistance.

Any person, who believes his/her Title VI or ADA rights have been violated, may file a complaint. Any such complaint must be in writing and filed with the Sun Corridor MPO, Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the Sun Corridor MPO Office or website.

AVISO PÚBLICO DE LA ORGANIZACIÓN DE PLANIFICACIÓN SUN CORRIDOR METROPOLITAN PLANNING ORGANIZATION SOBRE EL TÍTULO VI / DECRETO DE AMERICANOS CON DISCAPACIDADES

La organización de planificación metropolitana Sun Corridor Metropolitan Planning Organization (Sun Corridor MPO) por este medio hace un aviso público de que la norma de la Agencia es la de asegurar el cumplimiento total con el Título VI del Decreto de los Derechos Civiles de 1964, con el Decreto de Restauración de los Derechos Civiles de 1987, con el Título II del Decreto de Americanos con Discapacidades de 1990 (ADA por sus siglas en inglés), y con las autoridades relacionadas en todos sus programas y actividades.

Los programas de Sun Corridor MPO bajo el Título VI y el decreto ADA requieren que ninguna persona deberá, basándose en su raza, color, origen nacional, o discapacidad, ser excluida de su participación en, denegada de los beneficios de, o de otra forma verse sujeta a discriminación bajo cualquier programa de Carreteras con Asistencia Federal u otra actividad para la cual Sun Corridor MPO reciba asistencia financiera federal.

Cualquier persona que crea que se han violado sus derechos bajo el Título VI o el decreto ADA, puede registrar una queja. Cualquier dicha queja debe hacerse por escrito y registrarse con la Coordinadora del Título VI de la organización Sun Corridor MPO dentro de ciento ochenta (180) días después de la fecha en la que haya ocurrido el supuesto evento discriminatorio. Las Formas de Quejas se pueden obtener en la oficina o el sitio web de la organización Sun Corridor.

Irene Higgs, Director - Title VI Coordinator
Directora - Coordinadora del Título VI
520-705-5143 ✉ ihiggs@scmpo.org

211 N Florence Street, #103
Casa Grande, AZ 85122
www.scmpo.org

Have a Written Title VI Complaint Process and Complaint Log

To Include:

- How to file a complaint;
- FHWA or FTA Funded Program or Activity
- The complaint must be filed within 180 days of the alleged occurrence or when the alleged discrimination became known to the complainant;
- The complaint should be in writing and signed;
- Determining the jurisdiction, acceptability, and the need for additional information upon receipt to investigate the merit;
- Upon receipt of a complaint, SCMPO to forward to ADOT Civil Rights Office (CRO) within 72 hours
- Take final action within 60 days, and
- Provide appeal instructions.

Title VI Complaint Log



211 N. Florence St., Ste. 103
Casa Grande, AZ 88122

Annual Report Date: July 1, 2022– June 30, 2023

Title VI Complaints, Investigations and Lawsuits

Description/Name	Date Month, Day & Year	Funding Source (FHWA or FTA)	Summary (Basis of Complaint)*	Status	Actions / Final Findings
Complaints					
1)					
2)					
3)					
Investigations					
1)					
2)					
3)					
Lawsuits					
1)					
2)					
3)					

Ensure Contractors and Sub-Contractors follow the same guidelines

- Sub-recipients must ensure that all contractors and sub-contractors awarded ADOT funded contracts adhere to Title VI and all other applicable civil rights laws and regulations.

Limited English Proficient (LEP) Related Requirements of Title VI

- Title VI and its implementing regulations require that recipients take *responsible* steps to ensure *meaningful access* to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient.

How are LEP plans typically implemented?

Popular Strategies:

- Four Factory Analysis
- Publishing materials in languages other than English (e.g. Spanish)
- Multi-language public outreach materials (Newspaper, Website, Social Media, Surveys, etc.)
- Pictograms
- Multi-language announcements at reception areas
- Language identification using “I Speak” cards

Public Outreach

- Early, often and continuous
- Provide opportunities for public to get involved in proposed transportation decisions
- Promote inclusive public participation, including low-income, minority and LEP populations

Public Involvement Tips

- Select accessible meeting times, and locations
- Utilize social media (e.g., Facebook, YouTube) to complement (not replace) other involvement techniques
- Use non-traditional methods (e.g., Virtual Town-Halls (Zoom), street fairs, faith-based institutions, etc.)

Title VI Annual Report

Due ADOT August 1st

- **Accomplishments:**
 - Summary of public outreach and involvement activities, and description of steps to ensure minority & low-income people had meaningful access to activities
 - List of any Title VI investigations, complaints, or lawsuits
- **Goals:**
 - Outlines the public outreach and involvement activities, and description of steps to ensure minority & low-income people had meaningful access to activities

Non-Compliance with Title VI

- Withholding of payments to the recipient under the contract until the recipient complies, and/or
- Cancellation, termination or suspension of the contract, in whole or in part

QUESTIONS?

Sun Corridor MPO Title VI Coordinator

Irene Higgs, Executive Director

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