
Title VI Implementation Plan

Salt River Pima-Maricopa Indian Community

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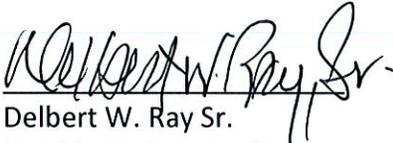
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Title VI Policy Statement

The Salt River Transit, a program of the Department of Transportation, Salt River Pima-Maricopa Indian Community (“Community”), a federally recognized Indian tribal nation, assures compliance with Title VI of the Civil Rights act of 1964 (“Title VI”), the Restoration Act of 1987, section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 (ADA), and related statutes and regulations in its Demand Response Van Service, transit program. The purpose of this Title VI plan is to ensure that “no person shall on the grounds of race, color, national origin, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination” under Salt River Transit’s program or activity.

Salt River Transit also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations. Furthermore, Salt River Transit will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

The Community Council has delegated the authority to Glen Law, Director of Administration Director, to be the Title VI Officer or Program Coordinator, to oversee and implement Federal Transit Administration’s Title VI requirements.



Delbert W. Ray Sr.
President, Community

Title VI Notice to the Public

Notifying the Public of Rights Under Title VI Salt River Transit

The Salt River Transit operates its programs and services without regard to race, color, national origin or disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and Title II of Americans with Disabilities Act of 1990 (ADA). Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Salt River Transit.

For more information on the Salt River Transit's civil rights program, and the procedures to file a complaint, contact Franklin Kauakahi, Transit Manager, Department of Transportation (480) 362-7317 or Glen Law, Director of Administration, Civil Rights Officer at (480) 362-7475, (TTY (480) 362-6887); email glen.law@srpmic-nsn.gov; or visit our administrative office at 10,005 East Osborn Road, Scottsdale, Arizona 85256. For more information, visit <http://www.srpmic-nsn.gov>.

A complainant may file a complaint directly with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **ADOT**: ATTN: Title VI Program Manager 206 S. 17TH Ave MD 155A RM: 183 Phoenix AZ, 85007 **FTA**: ATTN: Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590.

If information is needed in the Spanish language, contact Pedro Chavez, Director of Transportation at (480) 362-7308. Para información en Español llame: contact Pedro Chavez, Director of Transportation at (480) 362-7308.

Title VI Notice to the Public -Spanish

Aviso al Público Sobre los Derechos Bajo el Título VI Salt River Transit

Salt River Transit (*y sus subcontratistas, si cualquiera*) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964, Sección 504 de la Ley de Rehabilitación de 1973 y La Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o pais de origen.

Para obtener más información sobre la Salt River Transit's programa de derechos civiles, y los procedimientos para presentar una queja, contacte Franklin Kauakahi, Transit Manager, Department of Transportation (480) 362-7317 or Glen Law, Director of Administration, Civil Rights Officer at (480) 362-7475, TTY (480) 362-6887); o visite nuestra oficina administrativa en 10,005 East Osborn Road, Scottsdale, Arizona 85256. Para obtener más información, visite For more information, visit <http://www.srpmic-nsn.gov>.

El puede presentar una queja directamente con Arizona Department of Transportation (ADOT) o Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: ADOT: ATTN Title VI Program Manager 206 S. 17th Ave MD 155A Phoenix AZ, 85007 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor -TCR 1200 New Jersey Ave., SE Washington DC 20590

The above notices are posted in the following locations: the Community's Department of Transportation, the Community's Intranet and Internet pages, in Salt River Transit Vans, Salt River Transit brochures, and available upon request.

This notice is posted online at <http://www.srpmic-nsn.gov>.

Title VI Complaint Procedures

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Title II of the Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by Salt River Transit including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

- (1) Any person who believes he and/or she has been discriminated against on the basis of race, color, national origin, or disability may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form.
- (2) Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
- (3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.
- (4) Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
- (5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
- (6) Once submitted Salt River Transit, Salt River Transit will assume jurisdiction and will investigate and adjudicate the case. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the Salt River Transit.
- (7) Salt River Transit will notify the ADOT Civil Rights Office of all Title VI complaints within 72 hours via telephone at 602-712-8946 ; email at civilrightsoffice@azdot.gov.

- (8) Salt River Transit has 30 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
- (9) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has 10 business days after the date of the letter or the LOF to do so.
- (10) A complainant dissatisfied with Salt River Transit's decision may file a complaint with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) offices of Civil Rights: **ADOT**: ATTN Title VI Program Manager 206 S. 17TH Ave MD 155A RM: 183 Phoenix AZ, 85007 **FTA**: Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590
- (11) A copy of these procedures can be found online at: <http://www.srpmic-nsn.gov>.

Title VI Complaint Form

Section I:		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
<input type="checkbox"/> Disability		
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		

Section VI:		
Have you previously filed a Title VI complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide any reference information regarding your previous complaint.

Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes No

If yes, check all that apply:

Federal Agency: _____

Federal Court: _____ State Agency: _____

State Court : _____ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____

Title: _____

Agency: _____

Address: _____

Telephone: _____

Section VI:

Name of agency complaint is against: _____

Name of person complaint is against: _____

Title: _____

Location: _____

Telephone Number (if available): _____

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Salt River Pima, Maricopa Indian Community,
Glen Law, Director of Administration, Civil Rights Officer
10,005 East Osborn Road
Scottsdale, Arizona 85256
(480) 362-7475

A copy of this form can be found online at <http://www.srpmic-nsn.gov>.

Title VI Investigations, Complaints, and Lawsuits Log

This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a blank form will be submitted.

Description/Name	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national origin or disability)	Status	Action(s) Taken (Final findings?)
Investigations				
1)				
2)				
Lawsuits				
1)				
2)				
Complaints				
1)				
2)				

Salt River Transit has not had any Title VI complaints, investigations, or lawsuits in 2014-2015.

*Salt River Transit
Public Participation
Plan*

***Salt River Pima-Maricopa
Indian Community***

Salt River Transit is engaging the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys. As an agency receiving federal financial assistance, Salt River Transit made the following community outreach efforts:

The Department of Transportation's has annual budget presentations to the Community Council that are open to the public. In addition, they are holding a public hearing regarding the Community's application for Federal transit funding to hear input from stakeholders.

In the upcoming year Salt River Transit will make the following community outreach efforts:

Budget Presentations are held annually prior to the beginning of the fiscal year on October 1st. A Public Notice and Outreach Hearing is being held on April 7, 2015 at the Community's Two Waters Government Complex.

Public Meetings:

- (1) Public meetings are scheduled to increase the opportunity for attendance by stakeholders and the general public. This may require scheduling meetings during non-traditional business hours, holding more than one meeting at different times of the day or on different days, and checking other community activities to avoid conflicts.
- (2) When a public meeting or public hearing is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction.
- (3) Public meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.

Salt River Transit submits to the Arizona Department of Transportation annually an application for funding. Part of the annual application is a public notice, which includes a 30-day public comment period.

Limited English Proficiency Plan

Salt River Transit

Limited English Proficiency Plan

***Salt River Pima-Maricopa
Indian Community***

Salt River Transit has developed the following Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to Salt River Transit services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training to staff, notification to LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the Salt River Transit's extent of obligation to provide LEP services, the Salt River Transit undertook a U.S. Department of Transportation four-factor LEP analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the Salt River Transit service area who maybe served or likely to encounter by Salt River Transit program, activities, or services;
- 2) The frequency with which LEP individuals come in contact with a Salt River Transit services;
- 3) The nature and importance of the program, activities or services provided by the Salt River Transit to the LEP population; and
- 4) The resources available to Salt River Transit and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

A statement in both English and Spanish will be included in all public outreach notices. Every effort will be made to provide vital information to LEP individuals in the language requested.

Non-elected Committees Membership Table

A subrecipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

The Salt River Pima-Maricopa Indian Community is a federally-recognized Indian tribal government with a very diverse workforce including tribal members, members of other federally-recognized Indian tribal nations, and other ethnicities and nationalities. While Salt River Transit serves all people within their service area, the dominant majority of people served by Salt River Transit are Community tribal members.

Salt River Transit’s Transit Advisory Committee is comprised of two Salt River Transit employees, two frequent Salt River Transit riders, and one employee-at-large who generally uses Salt River Transit for transportation.

Monitoring for Subrecipient Title VI Compliance

Salt River Transit has no subrecipients.

Title VI Equity Analysis

A subrecipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. "Facilities" in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives any FTA dollars, it must comply with this requirement.

The Salt River Transit has no current or anticipated plans to develop new transit facilities covered by these requirements. No facilities covered by these requirements were developed since the inception of Salt River Transit.

Board Approval for the Title VI Program

See attached Salt River Pima-Maricopa Indian Community Council Resolution.