
Kingman Area Regional Transit Title VI Implementation Plan



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Executive Summary

Kingman Area Regional Transit (KART) is a rural public transit service provider in the City of Kingman and an adjacent unincorporated area known as the Greater Kingman-Butler area. KART began operations April 13, 2004. We are a division of the City of Kingman Public Works Department. Our program is funded through the Federal Section 5311 Grant with the local match provided by the City of Kingman general fund account. Each year, KART submits a Section 5311 Grant application to the Arizona Department of Transportation (ADOT) to request funding for capital purchases, operating costs and administrative expenses.

Division staff includes one Transit superintendent, one administrative assistant, nine full-time transit operators and three part-time transit operators.

KART offers four routes that meet hourly at the Wal-Mart transfer center. There are several stops along each route to make it easier for residents and tourists to get where they want to go. These stops are conveniently located near various residential areas, shopping centers, social service agencies, visitor's center, parks and recreation, senior center, doctor's offices, Kingman Regional Medical Center and Mohave Community College. For an additional fee, KART also offers Curb-to-Curb service. Curb-to-Curb service is provided as a deviation (typically up to ¾ mile) of each regular route and is available to the general public. Seniors age 60 or over and persons with a disability can receive this service at discounted rate.

Our routes are identified as Red, Blue, Green and Yellow. The Red and Blue routes operate from 6:00 a.m. to 6:00 p.m. Monday through Friday. The Green and Yellow routes operate from 6:00 a.m. to 8:00 p.m. Monday through Friday. All for routes operate from 9:00 a.m. to 4:00 p.m. on Saturday. Service is not available on Sunday or on holidays that are observed by the City of Kingman.

Non Discrimination Policy Statement

The Kingman Area Regional Transit (KART) policy assures full compliance with Title VI of the Civil Rights act of 1964, the Restoration Act of 1987, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and related statutes and regulations in all programs and activities. Title VI states 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 any Kingman Area Regional Transit sponsored program or activity. There is no distinction between the sources of funding.

KART 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, Kingman Area Regional Transit will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When KART distributes Federal-aid funds to another entity/person, KART will ensure all subrecipients fully comply with KART Title VI Nondiscrimination Program requirements. The Mayor of the City of Kingman has delegated the authority to Public Transit Superintendent, Sheri Furr, Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

John Daugherty, City Manager

Non Discrimination Notice to the Public

Notifying the Public of Rights Under Title VI and ADA

KINGMAN AREA REGIONAL TRANSIT

Kingman Area Regional Transit (KART) 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 the 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 KART.

For more information on KART's civil rights program, and the procedures to file a complaint, contact Public Transit Superintendent Sheri Furr at (928) 692-3103; email sfurr@cityofkingman.gov; or visit our administrative office at 3700 E. Andy Devine Ave., Kingman, AZ 86401. For more information, visit www.cityofkingman.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 another language, contact Sheri Furr at (928) 692-3103. Para información en Español llame: Sheri Furr at (928) 692-3103.

The above notice is posted in the following locations:

- KART administration office
- Onboard each KART public transit vehicle
- City of Kingman website, www.cityofkingman.gov

Non Discrimination Notice to the Public - Spanish

Aviso Público Sobre los Derechos Bajo el Título VI Y ADA

KINGMAN AREA REGIONAL TRANSIT

Kingman Area Regional Transit (KART) (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 KART's programa de derechos civiles, y los procedimientos para presentar una queja, contacte Public Transit Superintendent Sheri Furr at (928) 692-3103, sfurr@cityofkingman.gov; o visite nuestra oficina administrativa en 3700 E. Andy Devine Ave., Kingman, AZ 86409. Para obtener más información, visite www.cityofkingman.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 notice is posted in the following locations:

KART administration office
Onboard each KART public transit vehicle
City of Kingman website, www.cityofkingman.gov

Non Discrimination 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 Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by Kingman Area Regional Transit (KART) 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 discrimination 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 ADA/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, KART will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the Kingman Area Regional Transit (KART) or submitted to the State or Federal authority for guidance.
- (7) KART will notify the ADOT Civil Rights Office of ALL discrimination complaints within 72 hours via telephone at 602-712-8946; email at civilrightsoffice@azdot.gov.
- (8) KART has 60 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 30 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 30 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.
- (10) A copy of either the closure letter or LOF must also be submitted to ADOT within 72 hours of that decision. Letters may be submitted by hardcopy or email.
- (11) A complainant dissatisfied with KART'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
- (12) A copy of these procedures can be found online at: www.cityofkingman.gov .

If information is needed in another language, contact Public Transit Superintendent, Sheri Furr at (928) 692-3103 or sfurr@cityofkingman.gov.

Para información en Español llame: Superintendente de transporte público a (928) 692-3103 o correo electrónico sfurr@cityofkingman.gov.

Discrimination 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 <input type="checkbox"/> Other _____		
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 Discrimination 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:

Sheri Furr, Public Transit Superintendent
Kingman Area Regional Transit
3700 E. Andy Devine Ave., Kingman, AZ 86401
Phone: (928) 692-3103, Fax: (928) 692-3120
Email: sfurr@cityofkingman.gov

A copy of this form can be found online at www.cityofkingman.gov.

Discrimination Investigations, Complaints, and Lawsuits

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

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)				

form will be submitted.



Kingman Area Regional Transit has not had any Title VI complaints, investigations, or lawsuits in 2015.

Public Participation Plan

Kingman Area Regional Transit (KART) 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, KART made the following community outreach efforts:

- Meetings of the KART Transit Advisory Commission are scheduled quarterly. These meetings are announced on the City of Kingman website and the public is encouraged to attend so that they may share their experiences, express any concerns they may have and offer suggestions that they feel could benefit KART and the Kingman Community. Arrangements are being made to have these meetings also announced in the Upcoming Events section of our local newspaper, The Kingman Daily Miner as well as on the City Government Channel provided by our local cable television provider, Suddenlink Communications.
- Public hearings are held annually to allow the opportunity for public comment regarding KART's intent to apply for Section 5311 grant funding.
- KART participates each year in several Kingman Regional Medical Center Special Events. Last year, we had an information booth set up for their KRMC Kids Day May 30th 2015 and Senior Health Expo held January 23rd, 2016. During these events, KART representatives were available to answer questions, inform attendees of the services that we provide, explain the benefits of public transportation, encourage its use and assist with planning trips.
- KART holds "Free Ride" days at least once per year to show appreciation to existing users and to encourage other community members to use public transit and learn where each route travels. "Free Ride Day" was held on New Year's Eve.
- KART provided free rides during Kingman's annual Walk-Away from Drugs event on October 7, 2015.

In the upcoming year KART will make the following community outreach efforts:

- Meetings of the KART Transit Advisory Commission will be scheduled quarterly. These meetings will be announced on the City of Kingman website, The Kingman Daily Miner and on the City Government Channel provided by our local cable television provider, Suddenlink Communications.
- A public hearing will be held to allow the opportunity for public comment regarding KART's intent to apply for Section 5311 grant funding.
- Participate in several Kingman Regional Medical Center Special Events, including the Seniors Health Fair, Kids Day and Women's Health Fair.
- Participate in the annual City of Kingman Benefits Fair in May. Two KART representatives will be available to provide information as well as encourage use and the support of our local transit system by City of Kingman employees and their families.

- Provide free rides during Kingman’s annual Walk-Away from Drugs event in October.
- KART will offer free rides on New Year’s Eve.

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.

Kingman Area Regional 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

Introduction

This Limited English Proficiency (LEP) Plan has been prepared to address Kingman Area Regional Transit (KART) responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B, which states that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

Plan Summary

KART has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by KART. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, KART undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a KART program, activity or service.
2. The frequency with which LEP persons come in contact with KART programs, activities or services.
3. The nature and importance of programs, activities or services provided by KART to the LEP population.

4. The resources available to KART and overall cost to provide LEP assistance.

Four-Factor Analysis

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a KART program, activity or service.

LANGUAGE SPOKEN AT HOME

Source: <http://factfinder2.census.gov>

Kingman City Limits		
Population 5 years and over	18,438	100.0%
English only	16,834	91.3%
Language other than English	1,604	8.7%
Speak English less than "very well"	437	2.4%
Spanish	888	4.8%
Speak English less than "very well"	235	1.3%
Other Indo-European languages	527	2.9%
Speak English less than "very well"	124	0.7%
Asian and Pacific Island languages	33	0.2%
Speak English less than "very well"	0	0.0%

Unincorporated Greater Kingman/Butler Area		
Population 5 years and over	14,162	100.0%
English only	13,111	92.6%
Language other than English	1,051	7.4%
Speak English less than "very well"	285	2.0%
Spanish	803	5.7%
Speak English less than "very well"	185	1.3%
Other Indo-European languages	112	0.8%
Speak English less than "very well"	35	0.2%
Asian and Pacific Island languages	66	0.5%
Speak English less than "very well"	0	0.0%

Most people in the KART service area are proficient in the English language. At this time, no group represents a significant percentage of the City of Kingman or Greater Kingman/Butler Area population.

Based on 2010 Census for the City of Kingman, 95.4% of the population speak only English or speak another language but speak English "very well". Only 4.6% of the population is not proficient in English.

Based on 2010 Census for the Greater Kingman/Butler Area, 96.5% of the population speak only English or speak another language but speak English "very well". Only 3.5% of the population is not proficient in English.

2. The frequency with which LEP persons come in contact with KART programs, activities or services.

KART assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. To date, KART has not had any record of LEP clients or requests to have information provided in any other language. Because of the small size of the LEP population, LEP involvement currently is infrequent and unpredictable.

3. The nature and importance of programs, activities or services provided by KART to the LEP population.

The largest geographic concentration of LEP individuals in the KART service area are Spanish speaking. Services provided by KART that are most likely to encounter LEP individuals are along the fixed route. It is also possible that KART will encounter LEP individuals at the KART office where Curb-to-Curb trips are scheduled and passes are sold.

4. The resources available to KART and overall cost to provide LEP assistance.

In the event that a translator is needed, every effort will be made to provide vital information to LEP individuals in the language requested. KART would seek assistance from other City of Kingman employees who may be able to translate. If there are no individuals available to assist, translation efforts may be sought online. Telephone assistance, such as the Language Line at (855) 330-7966 may also be utilized.

How KART staff may identify a person who needs language assistance

1. Examine records to see if requests for language assistance have been received in the past, either at meetings or over the phone to determine whether language assistance might be needed at future events or meetings.
2. Have staff person greet participants as they arrive to KART sponsored events. By informally engaging participants in conversation it is possible to gauge each attendee's ability to speak and understand English.
3. Have Census Bureau Language Identification Flashcards available at KART meetings. This will assist KART in identifying language assistance needs for future events and meetings.
4. Have Census Bureau Language and Identification Flashcards on all transit vehicles to assist vehicle operators in identifying specific language assistance needs of passengers.
5. If LEP individuals are encountered, vehicle operators will be instructed to try to obtain information to give to KART management for follow-up.

Language Assistance Measures

KART has language assistance measures available to LEP persons. KART Rider's Guides are printed in both English and Spanish. There are also various ways in which KART staff is able to respond to LEP persons, whether in person, by telephone or in writing.

- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on KART programs and services
- When an interpreter is needed for a language other than Spanish, in person or on the telephone, staff will attempt to access language assistance services from a professional translation service
- The KART LEP Policy is posted inside each transit vehicle and the LEP Policy and Plan are posted online at www.cityofkingman.gov.

Staff Training

The following training will be provided to KART staff:

1. Information on the KART Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Documentation of language assistance requests
4. How to handle a potential Title VI/LEP complaint

Outreach Techniques

When staff prepares a document for which the target audience is expected to include LEP individuals, the documents will be printed in an alternative language based on the known LEP population. Interpreters will be available as needed.

Monitoring and Updating the LEP Plan

KART will update the LEP Plan as required by U.S. DOT. At minimum, the plan will be reviewed and updated when data from the newest U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in the KART service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area
- Determination as to whether the need for translation services has changed
- Determine whether KART financial resources are sufficient to fund language assistance resources needed
- Determine whether KART has fully complied with the goals of this LEP Plan
- Determine whether complaints have been received concerning KART failure to meet the needs of LEP individuals

Safe Harbor Provision

KART complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- (1) Title VI Notice
- (2) Complaint Procedures
- (3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches each LEP group. Vital Documents include the following:

- (1) Notices of free language assistance for persons with LEP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Bus Schedules
- (5) Route Changes
- (6) Public Hearings

Dissemination of the KART LEP Plan

A link to the KART LEP Plan and the Title VI Procedures is included on the KART website at www.cityofkingman.gov.

Any person or agency with internet access will be able to access and download the plan from the KART website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, or in person and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which KART will provide, if feasible.

Questions or comments regarding the LEP Plan may be submitted to:

Sheri Furr, Public Transit Superintendent
Kingman Area Regional Transit
3700 E. Andy Devine Ave.
Kingman, AZ 86401
Phone: (928) 692-3103
Fax: (928) 692-3120
Email: sfurr@cityofkingman.gov

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.

Body	Caucasian	Latino	African American	Asian American	Native American
Population*	24,711 88%	3503 12.5%	289 1%	469 1.7%	476 1.7%
Kingman Area Regional Transit Transit Advisory Commission	3 60%	1 20%	1 20%		

*Source: <http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

In combination with one or more of the other races listed. The six numbers may add to more than the total population, and the six percentages may add to more than 100 percent because individuals may report more than one race.

The City of Kingman shall attempt to recruit new commission members in and around the KART service area in a manner which ensures that minorities and individuals with disabilities are strongly encouraged to apply. The City of Kingman shall make reasonable accommodation to the needs of applicants with disabilities and shall ensure that meeting locations are accessible.

Monitoring for Subrecipients Title VI Compliance

Kingman Area Regional Transit does NOT monitor subrecipients for Title VI compliance.

Title VI Training

Kingman Area Regional Transit (KART) coordinates training efforts through ADOT and WACOG. As trainings regarding Title VI are made available, all efforts are made for allowing staff to attend. Title VI training has been a component of the annual 5311 ADOT Workshop, most recently held 2/29/16. The Public Transit Superintendent attends each annual workshop as well as any other training sessions or webinars that are offered for updates and training regarding Title VI compliance requirements and relays pertinent information to KART staff. Office staff has been trained on recognizing and differentiating Title VI complaints and on the process required for individuals to lodge a complaint. Transit operators have been briefed on identifying a Title VI complaint and giving individuals information on how to lodge a complaint. The Transit Superintendent will continue to attend the annual 5311 ADOT Workshop that is held in the fall for further Title VI training and any other opportunities made available in the region or via webinar.

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.

Kingman Area Regional Transit has no current or anticipated plans to develop new transit facilities covered by these requirements. No facilities covered by these requirements were developed.

Board Approval for the Title VI Program

Upon receipt of plan approval from ADOT Civil Rights Office, this plan will be presented to the Kingman City Council for approval at their regular meeting scheduled September 6th, 2016. Minutes or a Resolution from the corresponding meeting will then be added and become a part of this plan.

Organizational Chart



