



Nevada Department of Transportation
Title VI Implementation Plan
May 2025

Table of Contents

TABLE OF CONTENTS.....	1
EXECUTIVE SUMMARY.....	2
INTRODUCTION TO THE NEVADA DEPARTMENT OF TRANSPORTATION.....	2
ORGANIZATIONAL STRUCTURE	3
POLICY OVERVIEW AND OBJECTIVES.....	3
ORGANIZATION AND STAFFING	4
PROGRAM AREA REVIEWS.....	7
SUBRECIPIENT REVIEWS.....	12
COMPLIANT PROCEDURES.....	15
LIMITED ENGLISH PROFICIENCY.....	21
ANNUAL GOALS AND ACCOMPLISHMENT REPORT	24
ACRONYMS, AUTHORITIES, AND ATTACHMENTS.....	24
TITLE VI NONDISCRIMINATION POLICY STATEMENT – A1.....	26
STANDARD TITLE VI/NON-DISCRIMINATION ASSURANCES – A2	27
DELEGATION OF AUTHORITY – A3	36
ORGANIZATION CHART – A4.....	38
COMPLAINT FORM – A5.....	39
LANGUAGE ACCESS PLAN (LAP) – A6	41
TITLE VI COMPLAINT LOG – A7	53

Executive Summary

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “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 (42 U.S.C. Section 2000d). The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all programs and activities of Federal-aid recipients and contractors, whether those programs and activities are federally funded or not.

The Nevada Department of Transportation, herein referred to as NDOT, is committed to ensuring meaningful and equal access to its programs and activities for all individuals, regardless of national origin or language proficiency. Although the United States has declared English as its national language, NDOT recognizes that language barriers can impede access to essential services and is dedicated to providing language assistance to Limited English Proficiency (LEP) individuals. Nevada has reinforced this commitment through Senate Bill (SB) 318, which places renewed emphasis on language access to ensure that all individuals, regardless of language proficiency, can fully access benefits from NDOT’s programs and activities.

Recipients and subrecipients of United States Department of Transportation (USDOT) funding through the Federal Highway Administration (FHWA) are required to develop policies, programs, and practices that ensure Federal dollars are used in a manner that is nondiscriminatory as required under Title VI. NDOT is a recipient of USDOT funding and is therefore subject to the Title VI compliance conditions associated with the use of these funds pursuant to federal nondiscrimination statutes.

This document details how NDOT incorporates nondiscrimination policies and practices in providing services to subrecipients and the public.

Introduction to the Nevada Department of Transportation

The Title VI Implementation Plan is designed to aid the Civil Rights Office in its ability to provide oversight and ensure that there is Title VI compliance throughout NDOT. This document will be updated annually to reflect changes in law, administration, regulations, and/or policy. This document is intended to provide guidance to department personnel and other interested entities and is not intended to, does not, and may not be relied upon to create any right or benefit enforceable by law, by a party against NDOT.

This report updates the FHWA Nevada Division Office regarding how NDOT is monitoring the implementation of the Department’s Title VI Nondiscrimination Plan.

For individuals with disabilities, this document may be made available upon request in alternate formats. In addition, a translation of this plan into alternate languages may be made available upon request. To obtain a copy in one of these alternate formats or for questions or concerns, please contact us at:

Para personas con discapacidades, este documento puede estar disponible a pedido en formatos alternativos. Además, una traducción de este plan a idiomas alternativos puede estar disponible a pedido. Para obtener una copia en uno de estos formatos alternativos o para preguntas o inquietudes, contáctenos en:

Nevada Department of Transportation
Sonnie Braih
Civil Rights Officer
sbraih@dot.nv.gov
4615 W. Sunset Road
Las Vegas, NV 89118
702-730-3301

Organizational Structure

NDOT provides oversight and dispersal of funds to state and local agencies, tribal organizations, city and county officials, agencies that provide service programs to minorities and the elderly, and metropolitan and regional planning organizations and regional transportation commissions within the State of Nevada.

Policy Overview and Objectives

In Compliance with Title VI of the Civil Rights Act 1964 and other nondiscrimination authorities NDOT assures through its policies and procedures that no person shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any NDOT program, or NDOT sponsored program or activity. Questions about NDOT's Title VI Program may be directed to the following:

NDOT External Civil Rights Title VI Program
Julie Boyster, Title VI Program Coordinator
jboyster@dot.nv.gov
4615 W. Sunset Road
Las Vegas, NV 89118
702-730-3317

NDOT's Title VI Notice to beneficiaries

NDOT displays a Title VI notice on our website and in public areas of the following NDOT locations:

- District 1 Office – Las Vegas
- District 2 Office – Reno
- District 3 Office – Elko
- Headquarters - Carson City

Title VI Plan Objectives

- To assign and clarify roles, responsibilities, and procedures for ensuring compliance with Title VI of the Civil Rights Act of 1964 and all related statutes
- To ensure that all employees, customers, and others affected by NDOT's programs, projects, and activities receive the services, benefits, and opportunities to which they are entitled without regard to race, color, or national origin
- To proactively prevent discrimination and ensure nondiscrimination in all NDOT programs and activities, regardless of funding source
- To establish procedures for identifying and eliminating discrimination when found to exist
- To establish procedures for reviewing specific program areas within NDOT and with its external partners to determine the effectiveness of the area's compliance activities at all levels

- To establish procedures to work closely with areas that are known to have compliance violations, otherwise known as “special emphasis program areas.” Aid for these areas will include consistently conducting progress reviews, working directly to train staff, and stressing the importance of Title VI overall compliance
- To describe the process for filing and the process for investigating complaints by persons who believe that they have been subjected to discrimination under Title VI in any NDOT service, program, or activity, or any program that is administered by its subrecipients.

Annual Title VI Certifications Assurances

NDOT’s Director has signed the Standard DOT Title VI Assurances (**Attachment 2**) per USDOT 1050.2A (including Appendix A-E).

Delegation of Authority

The NDOT Director has delegated all compliance authority (**Attachment 3**) for the NDOT Title VI and Americans with Disability Act (ADA) programs to the NDOT External Civil Rights Officer. The Civil Rights Officer reports to the Director on Title VI and ADA program issues.

Nondiscrimination and Civil Rights Outreach Efforts

Representatives of the External Civil Rights Division attend community outreach events organized by various trade groups and professional associations. Trade groups such as the National Association of Minority Contractors (NAMC), the Nevada Contractors Association (NCA), the Latin Chamber, and the Urban Chamber, are NDOT’s primary associations that provide forums for the dissemination of civil rights information. Recognizing the importance of community outreach for disseminating Title VI and other related information, NDOT will continue to work with the NCA, NAMC, Urban Chamber, Latin Chamber, and Women in Construction.

NDOT provides Title VI information, such as posters, brochures, and/or survey cards, at public meetings. These program posters and brochures are available in languages other than English, as needed. Furthermore, current copies of NDOT’s Title VI Notice to the Public are available on the NDOT website.

NDOT supports Districts, Divisions, and Offices (DDOs) in making information and services accessible to LEP individuals by offering guidance on translation, interpretation, and outreach services for LEP individuals seeking access to NDOT programs.

Additional Title VI information is posted on NDOT’s website <https://www.dot.nv.gov/doing-business/external-civil-rights/civil-rights-title-vi>.

Organization and Staffing

NDOT Director

The Director is responsible for supervising and administering the overall activities of the department, its divisions, and employees. As such, the Director signs all necessary nondiscrimination assurances to aid in ensuring all civil rights requirements are met. Duties or powers are delegated to carry out the efficient operation of the department.

External Civil Rights Officer

The External Civil Rights Officer (CRO) is the highest-ranking official within NDOT’s External Civil Rights Office. The CRO’s program oversight includes the following: External Title VI/Nondiscrimination and External Americans with Disabilities Act (ADA) Programs. To comply with the Code of Federal Regulations Title 49, part 21, as well as other

regulations and statutes, the day-to-day Title VI roles and responsibilities are delegated to the External Civil Rights Officer.

The External Civil Rights Officer's responsibilities include:

- Delegated authority to have a direct line of communication to the NDOT Director
- Providing guidance and technical assistance on Title VI matters and has overall program responsibility for preparing required reports regarding Title VI compliance and initiating monitoring activities, including developing procedures, monitoring
- Promptly resolving deficiencies and documenting remedial action within a reasonable period of time not to exceed 90 days
- Collecting statistical data (race, color, religion, sex, and national origin) of participants in and beneficiaries of NDOT programs from NDOT program officials
- Identifying and eliminating discrimination when found to exist
- Ensuring the Title VI Assurances are signed by the current NDOT Director
- Complying with NDOT's procedures to investigate Title VI complaints filed against NDOT and its subrecipients when appropriate
- Conducting Title VI reviews of select program areas
- Conducting annual reviews of special emphasis areas, if needed
- Reviewing NDOT program directives in coordination with NDOT program officials, and where applicable, including Title VI and related requirements
- Coordinating Title VI training for NDOT staff
- Preparing and disseminating an annual report of accomplishments for the past year and goals for next year
- Updating the Title VI program plans as necessary and submitting to FHWA
- Developing Title VI information for distribution to the general public, in other languages as needed
- Monitoring public participation and awareness of Title VI policies and procedures, for their effectiveness in reaching the public
- Developing and overseeing the implementation of NDOT's Language Access Plan
- Reviewing NDOT directives, as needed, to determine if there are Title VI implications

Title VI Program Manager

The Title VI Program Manager assists the CRO in reviewing and overseeing all aspects of the Title VI program. Specifically, the Title VI Program Manager has been delegated the task of focusing on external Title VI responsibilities.

The manager's duties include, but will not be limited to:

- Providing guidance on Title VI matters for subrecipients and has responsibility for preparing required reports regarding Title VI compliance and initiating monitoring activities, including developing procedures, monitoring, and
- Promptly resolving deficiencies and documenting remedial action within 90 days
- Ensuring subrecipients develop procedures for the collection of statistical data (race, color, religion, sex, and national origin) of participants in and beneficiaries of federal aid programs
- Reviewing subrecipient Title VI plans and programs to ensure compliance
- Identifying and eliminating discrimination when found to exist
- Ensuring the Title VI Assurances are signed by all subrecipients
- Complying with NDOT's procedures to investigate Title VI complaints filed against NDOT and its subrecipients when appropriate

- Conducting subrecipient annual reviews of high-risk areas
- Conducting Title VI training and technical assistance for subrecipients
- Developing technical assistance tools for distribution to subrecipients
- Providing technical assistance, tools, and resources for aiding subrecipient compliance, including developing data collection resources, training, and workgroups

Contract Compliance Manager

The Contract Compliance Manager reports to the CRO on Title VI Issues and is responsible for the daily operation of the Contract Compliance Unit. The Contract Compliance Manager monitors the Contract Compliance Program to ensure NDOT's compliance with Contract Compliance and related regulations. The Contract Compliance Manager's primary responsibilities concerning Title VI Compliance include the following:

- Ensure contracts and certified payrolls comply with Title VI provisions related to NDOT Federal-aid and sub-recipient contracts
- Ensure the review of the selection of sub-recipients and the allocation of funds
- Monitor external EEO compliance with contractors and sub-recipients
- Review wages of employees working for contractors/subcontractors on federally assisted projects to ensure compliance with EEO provisions

Americans With Disabilities Act (ADA) Coordinator

The ADA Coordinator is responsible for coordinating activities necessary to ensure compliance with the Americans with Disabilities Act of 1990 and Section 504 of the Federal Rehabilitation Act of 1973. The coordinator is responsible for advising the appropriate NDOT staff regarding the ADA-related laws and regulations and their applicability to transportation-related facilities and structures. The coordinator reports to the CRO and is the Department's expert on ADA as it relates to transportation-related construction. The ADA Coordinator advises the CRO, management, and other staff on ADA issues. The coordinator researches, develops, implements, and administers ADA-related departmental policies and procedures and is responsible for researching and investigating complex issues and providing options for management resolution.

The ADA Coordinator's primary functions include:

- Managing all ADA complaints received by the Department
- Monitoring the Department's current policies and practices for implementing ADA/504
- Collaborating and coordinating with the heads of major divisions to manage ADA/504 compliance
- Preparing and monitoring NDOT's ADA/504 Transition Plan
- Identifying, investigating, and eliminating ADA/504 discrimination when and where it is found to exist
- Conducting ADA/504 training programs for NDOT managers and employees
- Conducting annual compliance reviews of ADA/504 requirements in NDOT program areas
- Providing technical assistance to program areas to facilitate ADA/504 compliance

Organizational Chart

The NDOT External Civil Rights Division organizational chart is included as **(Attachment 4)**.

Program Area Reviews

Program Review Procedures

Each program area may provide Annual Reports as requested, describing the activities that intersect with the Title VI Nondiscrimination Program. In this report, the program area will provide the data they have collected throughout the period and explain the steps their program area has taken to comply with Title VI Program requirements. In these reports, program area liaisons will provide the following information:

- The services the Program Area offers
- The community the Program Area serves
- The resources the Program Area possesses
- Language assistance service options
- A description of the demographics collected on programs or projects, including how information was collected
- How Title VI information was disseminated to the public for the programs or projects
- If Title VI populations were affected in the delivery of the programs or projects, and if so, what groups were affected, and what efforts were made to minimize and mitigate adverse effects
- The number of requests for LEP services on programs or projects and those provided
- A description of any discrimination-related complaint received
- Any proposed changes to policy or procedures

The CRO may review and evaluate the data reported in these reports to identify trends, prioritize, and identify Special Emphasis Areas, which will subject the program area to a comprehensive onsite compliance review if designated by FHWA.

The Department's mission is to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities. The Department has a comprehensive transportation program, each area of which is essential to achieving the mission through the Department's core values. To measure the effectiveness of the program and ensure mission advancement, the Department monitors and collects program data related to transportation issues. The following describes the various program areas, the activities conducted, and the data reviewed for nondiscrimination.

The cornerstone of Title VI compliance in all Department programs is outreach and public involvement. The Department has a Public Involvement Program that is designed to provide early, continuous, and extensive outreach to all communities, but particularly to ensure that project selection does not subject any population to disproportionately high and adverse effects.

Divisions may use a manual that describes how the division complies with Title VI requirements. Each division may report annually to the NDOT Title VI Nondiscrimination Coordinator, who may review each report for compliance.

The Department may use a process to annually review Title VI activities to ensure nondiscrimination. The coordinator examines data for nondiscrimination, which may include, but not be limited to:

- Sampling of contracts to ensure inclusion of required nondiscrimination provisions and compliance with applicable federal and state regulations in the selection of consulting firms
- Sampling of public involvement materials including meeting notices, project flyers and other similar documents to ensure appropriate nondiscrimination language
- Reviewing Title VI Nondiscrimination annual reports analyzing data for possible trends of discrimination
- Interviewing district staff to identify emerging issues and needs

- Sampling documents to ensure and address the avoidance, minimization, and mitigation of disproportionately high or adverse community impact
- Ensuring that meetings, hearings, and other public involvement events are held in accessible locations and at times to garner the best representation of the impacted community
- Collecting questions, concerns, comments, or complaints from the public, ensuring they are appropriately addressed, and forwarding potential discrimination concerns to the appropriate official

Construction Division

The Construction Division has an essential function and responsibility within the department to assist in meeting the overall mission, goals, and values. Our goal is to provide the resources necessary to ensure the quality of construction projects by improving decisions made in the field, making information available for training, and maintaining statewide consistency. The highway construction program is constantly evolving, and it is crucial to provide stakeholders with current and relevant resources to ensure the construction process runs smoothly.

The Construction Division is responsible for ensuring that highway construction practices comply with Title VI requirements. NDOT uses the Disadvantaged Business Enterprise (DBE) program as the primary tool to guarantee its construction contracting process is inclusive, nondiscriminatory, and provides a level playing field.

Activities to ensure nondiscrimination may include, but are not limited to:

- Monitor prime and subcontracting to ensure disadvantaged and small businesses opportunities to receive Department work
- Ensure project information is adequately distributed to stakeholders and the public, following the Department's public involvement procedures and LAP plan
- Carefully review project activities to avoid disproportionately high or adverse impacts to communities during the construction phases
- Adhering to the Department's Contract Compliance Program for DBE, EEO, OJT, and Prevailing Wages
- Regularly check all contracts and random subcontracts to ensure appropriate nondiscrimination language and required contract inclusions
- Submit reports annually to the Title VI Nondiscrimination Coordinator

The Department may use a review process to review activities to ensure nondiscrimination. Title VI Nondiscrimination reviews are conducted by the Title VI Nondiscrimination Coordinator, as needed, who issues a Request for Information (RFI), performs a desk audit, and conducts an onsite visit, when needed. As part of the review, the coordinator examines data for nondiscrimination, which may include, but not be limited to:

- Sampling of construction contracts, subcontracts, purchase orders, and lease agreements to ensure inclusion of required nondiscrimination provisions
- Sampling of construction public involvement materials, including meeting notices, project flyers, and other similar documents to ensure appropriate nondiscrimination language
- Analyzing Title VI Nondiscrimination annual reports and examining data for potential discrimination trends
- Interviewing District Construction staff to identify emerging issues and needs
- Sampling Contract Compliance Reviews to ensure adequacy and consistency of the process

<https://www.dot.nv.gov/doing-business/contractors-construction>

Environmental Services (Project Development)

The Environmental Services Division (ENV) oversees all environmental programs within NDOT. This group ensures that local, state, and federal environmental laws are complied with during the development, construction, and operation of NDOT projects.

The Environmental Services Division ensures that all NDOT activities comply with environmental regulations. The division manages environmental programs, works to streamline the environmental process, and monitors changing laws and regulations.

The Environmental Services Division consists of a variety of specialists who study, evaluate, and oversee the environmental impacts of transportation projects. This team includes experts in air quality, noise, hazardous materials, water quality, biology, archaeology, environmental engineering, social analysis, and compliance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA).

All Requests for Proposals (RFP) include a contract with standard terms and conditions, which incorporates the required Title VI language. Additionally, consultant contracts are created using standard templates that include Title VI language as part of the General Terms and Conditions. These contracts require that all subcontracts include the same provisions.

ENV's Environmental Procedures are focused on preparing environmental documentation for projects and the processes for approving that document. They discuss how Title VI should be incorporated into the environmental process and environmental documentation.

Notices and project documents are posted on the NDOT website and disseminated through social media as needed. Newspaper notices are placed in the regular sections, not the Legal Notices Section. Ethnic newspapers and radio stations are included in the notice effort if the project is in an identified area. Community facilities such as churches, community centers, and businesses are approached to post meeting notices as needed.

Sources of outreach efforts to encourage public involvement may include, but are not limited to:

- Publications: Las Vegas Review Journal of Las Vegas, Las Vegas Sun
- Radio: KCEP of Las Vegas, KISF of Las Vegas, KRNV of Reno
- Depending upon the project location and potential impacts, other smaller newspapers throughout rural Nevada and "neighborhood" papers in southern Nevada.
- Social Media: Facebook, "X."

When necessary, bilingual mailings are sent to property owners, and language interpreters are available at NDOT public meetings. Community advisory councils or boards are informed about the meeting, and project representatives make separate presentations to these bodies if requested. NEPA documents are provided upon request and can be translated as needed.

Department policy provides that those meetings be held close to a project area to facilitate involvement. Transit routes may also be included in notices if they directly serve or are close to a meeting venue.

Identifying the impacted community of the project's study area is a specific task within an environmental study. Based on the results of this research, outreach methods are established to effectively involve potentially affected neighborhoods or potential project users.

Activities to ensure nondiscrimination may include, but are not limited to:

- Public involvement is the cornerstone of Title VI and NEPA Compliance. The Department has a Public Involvement Program that is designed to provide early, continuous, and extensive outreach to all

communities, but particularly to ensure that project selection does not subject any populations to disproportionately high and adverse effects.

- The Department may use a review process to ensure nondiscrimination in its activities. The Title VI Nondiscrimination Coordinator conducts these reviews as needed, issuing RFIs, performing desk audits, and conducting onsite visits when necessary. During the review, the coordinator examines data for nondiscrimination, which may include various aspects, not limited to
 - Sampling of consultant contracts to ensure inclusion of required nondiscrimination provisions and adherence to applicable procurement requirements
 - Sampling of public involvement materials, including meeting notices, project flyers, and other similar documents to ensure appropriate nondiscrimination language
 - Reviewing Title VI Nondiscrimination Annual Reports and analyzing data for possible trends of discrimination
 - Interviewing District staff to identify emerging issues and needs
 - Reviewing environmental documents to ensure that Community Impact Assessments accurately identify underserved communities and address the avoidance, minimization, and mitigation of disproportionately high or adverse impacts.

<https://www.dot.nv.gov/doing-business/about-ndot/ndot-divisions/engineering/environmental-services>

Planning Division

NDOT recognizes the significant impact of transportation on daily life and its importance to the state's economy and quality of life. Therefore, NDOT engages in proactive planning that involves community and stakeholder participation in transportation investment decisions.

The Planning Division (PD) consists of eight sections: Program Development, Multimodal Planning, Southern Nevada Planning, Roadway Systems, Traffic Information, Research, Performance Analysis, and Traffic Safety Engineering. The first three sections are considered the core planning functions of the Department.

These sections are responsible for major corridor studies and the development and plan adoption of urban freeway corridor improvements in Nevada, as well as a vast amount of data analysis.

PD distributes Title VI brochures at public meetings and hearings. PD also provides these brochures to contractors or vendors involved in public outreach through project-specific public outreach and Public Involvement Plans. Additionally, PD ensures that hard copies of the Title VI brochures are available to staff, consultants, contractors, and the public at all PD public meetings and hearings upon request.

<https://www.dot.nv.gov/doing-business/about-ndot/ndot-divisions/planning>

Activities to ensure nondiscrimination may include, but are not limited to:

- The Department's Public Involvement Program ensures that all communities are engaged early, continuously, and extensively to prevent any population from experiencing disproportionately high and adverse effects due to project selection.
- The Department and MPOs scrutinize planning projects, screening them to identify and categorize the various impacts and enhancements of planned projects.
- The Department may use a review process to ensure nondiscrimination in its activities. The Title VI Nondiscrimination Coordinator conducts these reviews as needed, issuing RFIs, performing desk audits, and conducting onsite visits when necessary. During the review, the coordinator examines data for nondiscrimination, which may include various aspects, not limited to:
 - Sampling contracts to ensure inclusion of required nondiscrimination provisions

- Sampling public involvement materials, including meeting notices, project flyers, and other similar documents to ensure appropriate nondiscrimination language
- Reviewing Title VI Nondiscrimination annual reports, searching for possible trends of discrimination in planning
- Interviewing District and/or MPO planning staff to identify emerging issues and needs
- Reviewing MPO Planning Process Consistency with Title VI of the Civil Rights Act documents to ensure MPOs are current with nondiscrimination submissions as warranted.

Research Division

The Research Division (RD) oversees a research program that focuses on technical transportation issues. This research work may be conducted under contract by Nevada state-supported universities.

The Research Division (RD) may invite proposals from universities that have expressed interest in participating in the program. These universities are provided with information about open RFPs and notices for pre-bid meetings.

The research section's Title VI compliance procedure is outlined in our Research Manual, approved by the FHWA. The proposal solicitation process may include notifying past participants or those who have expressed interest. Additionally, the RD may distribute announcements through the National Cooperative Highway Research Program (NCHRP). This solicitation may be sent to every contact acquired by the National Academy of Sciences since 1963, resulting in research contracts awarded globally.

Activities to ensure nondiscrimination follow the above-listed general guidelines.

<https://www.dot.nv.gov/doing-business/about-ndot/ndot-divisions/planning/research>

Right-of-Way

The Right-of-Way Division (ROW) ensures that all Right-of-Way functions and activities comply with Title VI, providing a fair and competitive environment for businesses in Nevada.

The Division ensures fair treatment for businesses and individuals displaced by highway projects, regardless of race, color, sex, or national origin, by adhering to the Federal Code of Regulations (49 CFR Part 24) and the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended.

Activities to ensure nondiscrimination may include, but are not limited to:

- ROW may use interpreters and translators as necessary to ensure that those with LEP needs receive meaningful access to the Department's services
- ROW may address the need for special accommodation for those with disabilities
- Projects may have a ROW plan as needed that is monitored for compliance by the ROW Chief or designee with the Uniform Act Relocation Assistance and Real Property Acquisition Policies Act of 1970, as well as for Title VI compliance
- The Department may use a review process to review activities to ensure nondiscrimination. Title VI Nondiscrimination reviews are conducted by the Title VI Nondiscrimination Coordinator, as needed, who issues RFI, performs a desk audit, and conducts an onsite visit, when required. As part of the review, the coordinator may examine data for nondiscrimination, which may include, but not be limited to:
 - Sampling of appraisal contracts to ensure inclusion of required nondiscrimination provisions and compliance with applicable contracting requirements

- Sampling of ROW public materials, including information notices, relocation assistance documents, and other similar materials to ensure appropriate nondiscrimination language is included and materials are offered in alternative languages as required by the Department's LAP
- Reviewing Title VI Nondiscrimination annual reports and searching data for possible trends of discrimination, including equal treatment without regard to race, color, national origin, age, disability, religion, income, and family status
- Interviewing District ROW staff to identify emerging issues and needs
- Sampling project right-of-way documents to ensure appraisals, acquisitions, and relocation assistance do not show trends in discrimination against any individual(s)
- Conducting interviews with members of the public impacted by the acquisition and relocation.

<https://www.dot.nv.gov/doing-business/right-of-way>

Subrecipient Reviews

Subrecipients of Federal aid in Nevada includes all Metropolitan Planning Organizations and Local Public Agencies. This may include, but not be limited to:

The four (4) Metropolitan Planning Organizations (MPOs) in Nevada:

- Carson Area Metropolitan Planning Organization – CAMPO
- RTC of Southern NV
- RTC Washoe
- Tahoe MPO

Local Public Agencies in Nevada or subrecipients, include, but are not limited to Nevada:

- cities
- counties
- school districts

Title VI Requirements for Subrecipients

As recipients of federal financial assistance, subrecipients must implement policies and procedures prohibiting discrimination, including, but not limited to the following, as requested by NDOT:

Title VI Nondiscrimination Policy Statement, Including:

- Express commitment to Title VI nondiscrimination program
- Specific programs and activities covered by Title VI
- The Agency Title VI Program Coordinator
- Policy signed by the Chief Administrative Officer
- Policy statement circulated throughout the organization and made available to the public
- Provide the Notice to the Public, including a list of locations where the notice is posted
- As direct recipients, MPOs will submit individual plans and associated assurances directly to FHWA

Subrecipient Title VI Organization and Staffing Information, Including:

- Identification of the Title VI Coordinator and program area
- Description of the Civil Rights Title VI Coordinator, showing relation to the top executive as shown on an organizational chart

- Outline the roles and responsibilities of the Title VI Coordinator and others assisting with Title VI obligations

Federal-Aid Program Emphasis Areas, Including:

- Description of program areas
- Legal and operational authorities
- Title VI compliance monitoring responsibilities for each area

Title VI Standard Assurances and Appendices (USDOT Order 1050.2)

- Data Collection Procedures
- Describe how the organization collects data
- Describe what data is collected
- Describe how the data is analyzed
- Describe how often data is collected
- Describe how the data is related to the different program areas. For example, as for the subrecipient public outreach department, what data is collected from public meeting participants, and how is it used to proactively evaluate public outreach opportunities under Title VI (race, color, national origin, age, sex, disability)?

Complaint Procedures, Including:

- Process for filing complaints and providing a complaint form
- Description of investigative process
- Responsible agency staff
- Time limits to submit complaints and complete investigations
- Provide investigative reports to NDOT CRO within 10 days of receipt of the complaint

Guidelines for Assisting Limited English Proficiency Individuals

- Develop an LAP Plan
- Describe how the agency reaches populations with LEP
- Identify how the agency assists language needs, access appropriate oral, sign, and written services, staff training, and evaluation analysis for each program

Training Procedures

- Describe how and when members of the agency are trained on Title VI program requirements and responsibilities
- Include procedures as to how and when training will be conducted for other employees and other stakeholders

Data Collection

NDOT is required to collect and analyze statistical data on the race, color, religion, sex, and national origin of participants and beneficiaries of its programs. This data collection is conducted by NDOT civil rights staff in collaboration with program area staff and is detailed annually in NDOT's Goals and Accomplishment Report. The following is a brief description of data collection efforts conducted by NDOT:

RIGHT OF WAY: Race, color, sex, and national origin of residents and business owners who have been relocated through the NDOT Right of Way Program are collected during the relocation process. This information may be reported to the CRO to analyze trends.

PLANNING: As part of the Planning Process, NDOT staff analyzes demographic maps, which include median income levels per county and racial and ethnic makeup at the U.S. Census tract level. This data may be reported to the CRO to analyze trends.

Title VI Training

The Civil Rights Office is in the process of continuing the implementation of a Title VI Nondiscrimination Training Program for NDOT's internal staff. The Civil Rights Office has implemented an External Training Program for subrecipients.

INTERNAL TRAINING

This training is intended to provide Division Heads or designee(s) an opportunity to discuss issues, ask questions regarding reviews conducted, or to be conducted, review specific scenarios, and share experiences. It is also an opportunity to provide individualized training related to Title VI Nondiscrimination requirements and how to apply the requirements to the specific Federal Program Area.

EXTERNAL TRAINING

The Division conducts LPA Training in both Northern and Southern Nevada. Subrecipients may be chosen by the Title VI Program Manager to receive a review, which may be followed by additional training as needed. The content of the training is developed specifically to address the issues and challenges facing each subrecipient as communicated through the subrecipient review.

Subrecipient Compliance Review and Monitoring Procedures

Subrecipients may be required to provide a report describing Title VI data collected from agencies and subcontractors, outreach methods, Title VI implementation changes, and upcoming Title VI program goals. Reports may be analyzed and categorized based on a high, low risk assessment. After high low risk assessments, the CRO may conduct compliance reviews of local public agencies, Transit sub-recipients, MPOs, and other subrecipients of federal financial assistance to determine the level of compliance with Title VI requirements. NDOT's Title VI Nondiscrimination Program staff may conduct subrecipient compliance reviews to:

- Ensure compliance with Title VI
- Provide technical assistance in the implementation of the Title VI program
- Correct deficiencies when found to exist

NOTIFICATION

- Subrecipients may be notified within 30 days of the upcoming Title VI review by certified letter and/or prioritized email
- A week prior to the onsite review, a reminder may be sent by priority email to discuss the agenda, logistics, expectations of the onsite visit (when needed), and to request policies, procedures, and sample documents for a desk audit.

ONSITE REVIEW OR DESK AUDIT

A Title VI staff member may review:

- Subrecipient data collection methods
- Subrecipient methods for analyzing Title VI data
- Project-specific documentation
- Leadership changes
- Training efforts and number of complaints received
- Other documentation as needed

At onsite reviews, Title VI staff may conduct interviews and discuss reporting and data collection practices, public notification practices, examine public participation practices, examine efficiency of Title VI complaint procedures, and make verbal and written recommendations towards best practices.

DEFICIENCIES

If deficiencies are found:

- Within 30 days of the exit review, deficiencies should be documented in a report provided to the agency director, NDOT's LPA Section, and the NDOT Civil Rights Officer
- The LPA should correct all deficiencies within a reasonable period, not to exceed 90 days of receipt of the report
- Within 30 days of mailing the report, a meeting must be scheduled to discuss possible technical assistance and an action plan for full compliance
- Outstanding high-priority vital items, such as signed Title VI assurances, will be submitted within 30 days of report mailing
- LPA will be asked to submit a formal action plan within 45 days of mailing the report
- Within 90 days, the subrecipient MUST be fully compliant with outstanding deficiencies
- If not compliant, NDOT will make a formal finding recommendation to the LPA Section and FHWA.

NO DEFICIENCIES

If no deficiencies are found:

- A letter of substantial compliance will be provided within 30 days of onsite review, along with a report of findings
- The report may still provide recommendations for strengthening the subrecipient's Title VI Program.

FOLLOW-UP MONITORING

Title VI staff members will determine if additional monitoring is needed to ensure ongoing compliance with Title VI requirements.

Compliant Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act of 1990, as they relate to any program or activity administered by NDOT, its subrecipients, consultants, and contractors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants have the right to file formal complaints with other state or federal agencies or seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints informally at NDOT and the subrecipient level. Any person, specific class of persons, or entity that believes they have been subjected to discrimination as prohibited by the legal provisions of Title VI based on race, color, national origin, or sex may file a formal complaint with NDOT's Civil Rights Office. A copy of the Complaint Form may be accessed electronically at:

<https://www.dot.nv.gov/doing-business/external-civil-rights/civil-rights-title-vi>

The complaint must be filed within 180 days of the alleged discrimination and include the date the alleged discrimination became known to the complainant or the last date of the incident. The complaint must be written and signed by the complainant and shall include:

- The Complainant's name, address, and phone number

- A detailed description of the alleged incident that led the complainant to believe discrimination occurred
- The date of the alleged act of discrimination, the date when the complainant(s) became aware of the alleged discrimination, the last date of the conduct, or the date the conduct was discontinued
- The names and job titles of those parties involved in the complaint
- The facts and circumstances surrounding the alleged discrimination and the basis of the complaint (i.e., race, color, national origin, or sex)
- Names and contact information of persons whom the investigator can contact for additional information to support or clarify the allegations
- The corrective action being sought by the complainant

Complaints may be filed by one of the following methods:

- By completing and signing the Complaint Form and delivering it in person or by mail
- By emailing or mailing the Complaint Form and sending the signed original to the CRO;
- By calling the CRO, where information obtained will be used to complete the Complaint Form and, subsequently, forwarded to the complainant for review, signature, and return

Complaints against NDOT or Subrecipients in FHWA-funded programs will be referred to FHWA for processing, and complaints under all other federally funded programs fall under NDOT's authority and jurisdiction.

For acceptance, a complaint must be:

- Timely filed
- Involve a covered basis (i.e., race, color, national origin, or sex)
- Within NDOT's authority

Complaints may be dismissed if the complainant:

- Requests the withdrawal of the complaint
- Fails to respond to repeated requests for additional information
- Fails to cooperate in the investigation
- Cannot be located after reasonable attempts to reach the complainant have been made

NDOT CRO will maintain a confidential log of all accepted and/or forwarded Title VI Complaints, which will include:

- Name of complainant(s)
- Date the complaint was received
- Date of the allegation
- Description of the alleged discrimination
- Other relevant information, as needed
- Report date
- Recommendations
- Outcome or Disposition

Upon acceptance, the CRO investigator will:

- Provide the respondent with an opportunity to respond to the allegations. The respondent will have 10 calendar days from the CRO's written notification to furnish a written response
- Determine if more information is needed to resolve the case, and may contact the complainant, who will then have 10 calendar days to provide additional information

Within 45 days of accepting a complaint, an NDOT Investigator will

- Gather all relevant information fairly and impartially
- Conduct interviews with all parties concerned
- Prepare a final investigative report with a recommended disposition

Upon final determination, one of two letters will be issued to the complainant:

- A closure letter summarizing the allegations stating that there was no Title VI violation and that the case will be closed
- A Letter of Finding summarizing the allegations and the interviews regarding the alleged incident and explaining whether any additional action, additional training of the staff, or other action will occur

All allegations of discrimination will be taken seriously, and every effort will be made to provide a fair and unbiased determination. If NDOT's determination is unsatisfactory, the complainant may file a complaint directly with the appropriate USDOT modality.

US DEPARTMENT OF TRANSPORTATION

Federal Highway Administration, Nevada Division
705

N. Plaza Street #220, Ste. 220

Carson City, NV 89701

US DEPARTMENT OF TRANSPORTATION

Federal Highway Administration

Office of Civil Rights 1200 New Jersey Ave. SE

Washington, DC 20590

US DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

800 Independence Ave. SW

Washington, DC 20591

US DEPARTMENT OF TRANSPORTATION FEDERAL

Motor Carrier Safety Administration

For questions or to file a complaint, please contact:

1200 New Jersey Ave. SE

Washington, DC 20590

US DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

FTA Office of Civil Rights

1200 New Jersey Ave. SE

Washington, DC 20590

US DEPARTMENT OF TRANSPORTATION

National Highway Traffic Safety Administration

1200 New Jersey Ave. SE

Washington, DC 20590

NEVADA DEPARTMENT OF TRANSPORTATION

Sonnie Braih

Civil Rights Officer

sbraih@dot.nv.gov

4615 W. Sunset Road

Las Vegas, NV 89118

If information is needed in another language, please contact NDOT's Civil Rights Office at 702-730-3301.

Si necesita información en otro idioma, comuníquese con la Oficina de Derechos Civiles de NDOT al 702-730-3301.

Any person, specific class of person, or entity that believes they have been subjected to discrimination as prohibited by the legal provisions of Title VI, based on race, color, sex, or national origin, may file a formal complaint with NDOT's Civil Rights Office. A copy of the Complaint Form (**Attachment 5**) may be accessed electronically at: <http://www.dot.nv.gov/doing-business/external-civil-rights/civil-rights-title-vi>.

For more information on the Nevada Department of Transportation's Civil Rights Program, and the procedures to file a complaint, please call (702) 730-3301, email: sbraih@dot.nv.gov or visit our administrative offices at: 4615 West Sunset, Las Vegas, NV 89118.

For more information, visit <https://www.dot.nv.gov/>

A complainant may file a complaint directly with the FTA at:

Office of Civil Rights

Attention: Complaint Team,

East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,

Washington, DC 20590

Phone: (888) 446-4511

If information is needed in another language, please contact (702) 730-3301 or email: sbraih@dot.nv.gov

Para obtener más información sobre el programa de derechos civiles del Departamento de Transporte de Nevada y los procedimientos para presentar una queja, llame al (702) 730-3301, envíe un correo electrónico a: sbraih@dot.nv.gov o visite nuestras oficinas administrativas en 4615 West Sunset, Las Vegas, NV 89118.

Para obtener más información, Departamento visite <https://www.dot.nv.gov/>.

Un demandante puede presentar una queja directamente ante la Administración Federal de Tránsito (FTA):

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590
Phone: (888) 446-4511

Si necesita información en otro idioma, comuníquese al (702) 730-3301 o envíe un correo electrónico a: sbraih@dot.nv.gov .

Pour plus d'informations sur le programme des droits civils du ministère des Transports du Nevada et les procédures pour déposer une plainte, veuillez appeler le (702) 730-3301, envoyer un e-mail : sbraih@dot.nv.gov , ou visiter nos bureaux administratifs au 4615 West Sunset, Las Vegas, NV 89118.

Pour plus d'informations, visitez <https://www.dot.nv.gov/> .

Un plaignant peut déposer une plainte directement auprès de la Fédéral Transit Administration (FTA) :

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590
Phone: (888) 446-4511

Si vous avez besoin d'informations dans une autre langue, veuillez contacter le (702) 730-3301 ou envoyer un courriel à : sbraih@dot.nv.gov

Для получения дополнительной информации о программе гражданских прав Департамента транспорта штата Невада и процедурах подачи жалобы, пожалуйста, позвоните по телефону (702) 730-3301, электронной почте: sbraih@dot.nv.gov или посетите наши административные офисы по адресу: 4615 West Sunset, Las Vegas, NV 89118.

Для получения дополнительной информации посетите веб-сайт <https://www.dot.nv.gov/>.

Заявитель может подать жалобу непосредственно в Федеральное управление транзита (FTA):

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

Если вам нужна информация на другом языке, пожалуйста, свяжитесь с нами по телефону (702) 730-3301 или напишите по электронной почте: sbraih@dot.nv.gov .

네바다 교통부의 시민권 프로그램 및 불만 제기 절차에 대한 자세한 내용은 (702) 730-3301 로 전화하거나 이메일: sbraih@dot.nv.gov 또는 4615 West Sunset, Las Vegas, NV 89118.

에 있는 관리 사무실을 방문하십시오. 자세한 내용은 <https://www.dot.nv.gov> 참조하십시오. 불만 제기자는 연방 교통국(FTA)에 직접 불만을 제기할 수 있습니다

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

다른 언어로 된 정보가 필요한 경우 (702) 730-3301 또는 이메일(sbraih@dot.nv.gov)로 문의하십시오.

有关内华达州交通部民权计划的更多信息以及提出投诉的程序, 请致电 (702) 730-3301, 发送电子邮件至: sbraih@dot.nv.gov, 或访问我们位于 4615 West Sunset, Las Vegas, NV 89118.

的行政办公室。欲了解更多信息, 请访问<https://www.dot.nv.gov/>。投诉人可以直接向联邦运输管理局 (FTA) 提出投诉

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

如果需要其他语言的信息, 请联系 (702)730-3301 或发送电子邮件至: sbraih@dot.nv.gov。

Để biết thêm thông tin về chương trình dân quyền của Bộ Giao thông Vận tải Nevada và các thủ tục nộp đơn khiếu nại, vui lòng gọi (702) 730-3301, email: sbraih@dot.nv.gov hoặc đến văn phòng hành chính của chúng tôi tại 4615 West Sunset, Las Vegas, NV 89118.

Để biết thêm thông tin, hãy truy cập <https://www.dot.nv.gov/> Người khiếu nại có thể nộp đơn khiếu nại trực tiếp với Cơ quan Quản lý Vận tải Liên bang (FTA):

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

Nếu cần thông tin bằng ngôn ngữ khác, vui lòng liên hệ (702) 730-3301 hoặc email: sbraih@dot.nv.gov

Para sa karagdagang impormasyon tungkol sa programa ng karapatang sibil ng Kagawaran ng Transportasyon ng Nevada, at ang mga pamamaraan upang maghain ng reklamo, mangyaring tumawag sa (702) 730-3301, mag email: sbraih@dot.nv.gov, o bisitahin ang aming mga tanggapanang administratibo sa 4615 West Sunset, Las Vegas, NV 89118.

Para sa karagdagang impormasyon, bisitahin ang <https://www.dot.nv.gov> . Ang isang complainant ay maaaring direktang maghain ng reklamo sa Federal Transit Administration (FTA):

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

Kung kailangan ng impormasyon sa ibang wika, mangyaring kontak in ang (702) 730-3301 or email: sbraih@dot.nv.gov

لمزيد من المعلومات حول برنامج الحقوق المدنية التابع لوزارة النقل في نيفادا ، وإجراءات تقديم شكوى ، يرجى الاتصال بالرقم (702) 3301-730 ، أو البريد الإلكتروني: sbraih@dot.nv.gov ، 4615 ، أو زيارة مكاتبنا الإدارية في West Sunset, Las Vegas, NV 89118.

(FTA) يجوز لمقدم الشكوى تقديم شكوى مباشرة إلى إدارة النقل الفيدرالية . <https://www.dot.nv.gov> لمزيد من المعلومات، يرجى زيارة

Office of Civil Rights
Attention: Complaint Team,
East Building, 5th Floor- TCR, 1200 New Jersey Ave., SE,
Washington, DC 20590.
Phone: (888) 446-4511

sbraih@dot.nv.gov: إذا كانت هناك حاجة إلى معلومات بلغة أخرى ، فيرجى الاتصال بالرقم (702) 3301-730 أو البريد الإلكتروني

Limited English Proficiency

Although English has been designated as the official language of the United States of America, NDOT will be innovative and proactive in engaging individuals from diverse cultures, backgrounds, and businesses. Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English are considered limited English proficient, or LEP. Title VI of the Civil Rights Act of 1964 and Nevada SB318 prohibit recipients of Federal financial assistance from discrimination based on national origin. It is the policy of NDOT that the Department may take reasonable steps to provide Limited English Proficient (LEP) persons with meaningful access to all programs, services, or activities conducted by NDOT and by sub-recipients receiving federal funding from or through NDOT. This policy is based on the principle that it is the responsibility of NDOT, and not the LEP person, to take reasonable steps to ensure that communications between NDOT, sub-recipients, and the LEP person are not impaired as a result of the limited English proficiency of the individual. NDOT should take reasonable steps to effectively inform the public of the availability of language-accessible programs, services, and activities.

NDOT has a diverse workforce, many of whom are proficient in languages other than English and familiar with transportation terminology. This allows NDOT to often provide interpretation and translation services internally.

Nevertheless, each District has the resources and flexibility to contract outside services as needed to comply with the LAP.

CORPORATE TRANSLATION SERVICES, INC. DBA LANGUAGE LINK – 1-800-208-2620

NDOT will continue to provide real and meaningful access to Limited English Proficient persons and ensure that sub-recipients are complying. NDOT has conducted an internal audit to identify the documents, as well as programs and activities, that are important to be translated for the benefit of LEP customers. The Complaint Procedures, Complaint Form, Policy Statement, and Notice to Beneficiaries have all been translated into additional languages other than English, as determined by analysis. These forms can be translated into additional languages upon request.

LEP Analysis For The Nevada Department Of Transportation

The number and proportion of LEP persons served or encountered in the eligible service population. From a statewide perspective, the following languages have the greatest number of speakers who speak English less than "very well" in Nevada:

- Spanish
- French
- Russian
- Korean
- Chinese
- Vietnamese
- Tagalog
- Arabi

The frequency at which LEP individuals interact with our Programs, Activities, and Services must be assessed. NDOT has identified the following program areas as having significant public interaction.

- Construction
- Environmental
- Planning
- Right of Way
- External Civil Rights

We understand the importance of evaluating our Programs, Activities, and Services for LEP individuals. NDOT has identified the program areas with the highest public interaction and the greatest likelihood of encountering LEP individuals as:

- Construction
- Environmental
- Planning
- Right of Way
- External Civil Rights

NDOT staffs a full-time Public Information Officer who is dedicated to conducting outreach to the LEP community regarding NDOT services and programs. This Public Information Officer attends events including public meetings, public fairs, and special events, and participates in discussions with LEP communities. The Public Information Officer provides information via radio and television stations to LEP audiences. The Public Information Officer handles the translation of vital documents and information sources. NDOT’s Title VI Notice to the Public is posted at all district offices; the notice is printed in English and Spanish. Title VI Brochures are also available in English and Spanish. When translation services are deemed necessary, NDOT will utilize the currently available methods of securing interpreters through the use of procurement-approved vendors.

A demographic profile (**Attachment 6**) of the state identifies the locations of aggregate LEP populations based on readily available data.

NDOT’s analysis has determined that Spanish language assistance may be needed in all counties, as Spanish-speaking persons with limited English proficiency utilize NDOT services throughout the state.

LAP Guidance and Resources

The guidance document and the resources listed below are provided to assist program areas with implementing LAP requirements and may be used in conjunction with this LAP Plan.

- The U.S. Department of Transportation Guidance to Recipients on Special Language Services to Limited English Proficient Beneficiaries, Federal Register/Vol. 66, No. 14/Monday, January 22, 2001.
<https://www.govinfo.gov/content/pkg/FR-2001-01-22/pdf/01-1745.pdf>
- The U.S. DOJ Policy Guidance, Enforcement of Title VI of the Civil Rights Act of 1964-National Origin Discrimination Against Persons with Limited English Proficiency, Federal Register/Vol. 65, No. 159/Wednesday, August 16, 2000.
- <https://www.federalregister.gov/documents/2002/03/11/02-5616/enforcement-of-title-vi-of-the-civil-rights-act-of-1964-national-origin-discrimination-against>
- U.S. Department of Justice Clarifying Memorandum, dated October 26, 2001
- <https://www.lep.gov/sites/lep/files/resources/Oct26memorandum.pdf>
- United States Census 2000 Language Identification Flashcard.
- <https://www.lep.gov/>

Technical Assistance

The NDOT Civil Rights Office Title VI Nondiscrimination Program Coordinator is responsible for providing NDOT program areas with technical assistance. This includes advising program areas of LAP guidelines and implementing and assisting in developing individual program plans and mechanisms.

Annual Goals and Accomplishment Report

The Department monitors activities within the Title VI Nondiscrimination Program and submits an annual report to the FHWA by October 1st. Although these reports are not typically published on the Department's website, they are considered public records and can be accessed upon request. The annual report aims to accurately represent the program, including its performance, identified challenges, and reasonable goals for the forthcoming year. Consequently, the content of the report may vary annually. Nonetheless, the report will consistently include:

- Any changes to policy statements or procedures
- Any changes to organizational structure or staffing
- A summary of monitoring or reviews conducted and the outcomes or conclusions
- A flow chart of Title VI Nondiscrimination complaints, including the bases, investigation status, and disposition
- A summary of accomplishments in each program area, as applicable; and
- A list of all Civil Rights education and/or training, the type of training, dates, and the number in attendance.

Acronyms, Authorities, and Attachments

Acronyms

ADA – Americans with Disabilities Act
 CRO – Civil Rights Officer
 DDO – Districts, Divisions, and Offices
 EEO – Equal Employment Opportunity
 ENV – Environmental
 EO - Executive Order
 FAA – Federal Aviation Administration
 FHWA – Federal Highway Administration

FHWA-HCR - Federal Highway Administration –
 Headquarters of Civil Rights
 FTA – Federal Transit Administration
 LEP – Limited English Proficiency
 LAP-Language Access Plan
 LPA– Local Public Agency [subrecipient]
 MNT – Maintenance and Asset Management Division
 MPO – Metropolitan Planning Organization

NCHRP – National Cooperative Highway Research Program

NDOT – Nevada Department of Transportation

NEPA – National Environmental Policy Act

NHPA – National Historic Preservation Act

O&M – Oversight & Monitoring

PIO – Public Information Officer

Pertinent Nondiscrimination Authorities

Title VI of the Civil Rights Act of 1964

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

The Civil Rights Restoration Act of 1987 (PL 100-209)

The Age Discrimination Act of 1975

Attachments

Attachment: 1 – Policy Statement

Attachment: 2 – Assurances

Attachment: 3 – Designation of Authority

Attachment: 4 – Organizational Chart

PM – Project Management Section

RD – Research Division

RFI – Request for Information

ROW – Right of Way Division

URA – Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

USDOT – United States Department of Transportation

504 of the Rehabilitation Act of 1973

Title II Americans with Disabilities Act

Title III Americans with Disabilities Act

Title IX of the Education Amendments of 1972

Federal-Aid Highway Act of 1973

Attachment: 5 – Complaint Form

Attachment: 6 – NDOT Language Access Plan

Attachment: 7 – Complaint Log

Title VI Nondiscrimination Policy Statement – A1

Title VI Policy Statement

The Nevada Department of Transportation (NDOT) is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. NDOT assures that no person shall, on the grounds of race, color, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any NDOT program, activity, or service.

Limited English Proficiency Policy Statement

NDOT assures that every effort will be made to prevent discrimination against any population as a result of the impacts of its programs or activities. Additionally, NDOT is committed to providing meaningful access to individuals with limited English proficiency, in alignment with Nevada Senate Bill 318, which supports individuals who do not speak English well in accessing public services and information.

Specific Forms of Discrimination Prohibited

NDOT's efforts to prevent discrimination must address various aspects of the public involvement process.

- The denial of services, financial aid, or other benefits provided under a program.
- Distinctions in the quality, quantity, or manner in which the benefit is provided.
- Segregation or separation in any part of the program.
- Restriction in the enjoyment of any advantages, privileges, or other benefits provided to others.
- Different standards or requirements for participation.
- Methods of administration that directly or indirectly or through contractual relationships would defeat or impair the accomplishment of effective nondiscrimination.
- Discrimination in any activities related to any infrastructure or facility built or repaired in whole or in part with Federal funds.
- Discrimination in any employment resulting from a program, the primary purpose of which is to provide employment.

NDOT Programs and Services Covered by Title VI

NDOT's Title VI Plan applies to all of the Department's programs, activities, and services, regardless of funding source.

DocuSigned by:

Tracy Larkin Thomason

832931E930B041F

Tracy Larkin - Thomason, P.E., Director
Nevada Department of Transportation

09/09/2025

Date

Standard Title VI/Non-Discrimination Assurances – A2

The United States Department of Transportation (USDOT)

DOT Order No. 1050.2A

The Nevada Department of Transportation (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination in Federally Assisted Programs of the Department of Transportation- Effectuation of Title VI of the Civil Rights Act of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"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 otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Title VI Program:

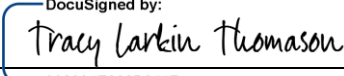
1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated or will be (with regard to a "facility") operated or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all Title VI and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"*The Nevada Department of Transportation*, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States affecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is provided, or is in the form of, personal property, real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Nevada Department of Transportation also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration. You must keep records, reports, and submit the material for review upon request to the Federal Highway Administration, or its designee, in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Nevada Department of Transportation gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Title VI Program. This ASSURANCE is binding on Nevada, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, and their subcontractors, transferees, successors in interest, and any other participants in the Title VI Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

by 
Tracy Larkin - Thomason, P.E., Director
Nevada Department of Transportation

09/09/2025
Date

Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will certify to the Recipient or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided that if the contractor becomes involved in or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request that the United States enter into the litigation to protect the interests of the United States.

Appendix B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds affecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the *Nevada Department of Transportation* will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, U.S.C, the Regulations for the Administration of Title VI Program, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the *Nevada Department of Transportation* the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the *Nevada Department of Transportation* and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the *Nevada Department of Transportation*, its successors and assigns.

The *Nevada Department of Transportation* in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the *Nevada Department of Transportation* will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the *Nevada Department of Transportation* will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

Appendix C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the *Nevada Department of Transportation* pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the *Nevada Department of Transportation* will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the *Nevada Department of Transportation* will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the *Nevada Department of Transportation* and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

Appendix D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the *Nevada Department of Transportation* pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, the *Nevada Department of Transportation* will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the *Nevada Department of Transportation* will thereupon revert to and vest in and become the absolute property of the *Nevada Department of Transportation* and its assigns. *

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;

- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) prohibits discrimination based on race, color, national origin, and sex);
- Individuals with limited English proficiency may face challenges in accessing programs and services. In alignment with Nevada SB 318, agencies are encouraged to consider appropriate steps to help ensure that LEP individuals can understand and participate in available services. This may include offering translated materials or language assistance to support clear communication and effective access.

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



TITLE VI NONDISCRIMINATION & AMERICANS WITH DISABILITY ACT

DELEGATION OF AUTHORITY – A3

SUMMARY: Through this notice, the Director delegates all compliance authority for the Nevada Department of Transportation Title VI Nondiscrimination program and the Americans with Disability Act (ADA) program to the External Civil Rights Officer.

DATE: Effective upon signature

FOR FURTHER INFORMATION CONTACT: Sonnie Braih, NDOT External Civil Rights Officer (702) 730-3301 or sbraih@dot.state.nv.us.

Section A. Authority Delegated

1. The External Civil Rights Officer is hereby delegated authority and assigned responsibility for directing and managing all aspects of the Title VI and ADA programs, including providing direction and oversight for External Civil Rights and Contract Compliance, setting departmental administrative policy, and effectively managing program staff.
2. In addition to what is prescribed above, the External Civil Rights Officer is hereby delegated the authority to carry out the following responsibilities:
 - a) Provide guidance to leadership and management regarding all Title VI and ADA responsibilities. This includes identifying facility-related priorities, developing plans, and providing directives for improving nondiscrimination conditions for NDOT contractors, customers, and stakeholders.
 - b) Provide NDOT departments and field office staff with Title VI and ADA program responsibilities. This includes liaison services for employees designated or identified by NDOT leadership. Liaisons will be used for the delivery and oversight of the Title VI and ADA Program duties.
 - c) The External Civil Rights Officer has full authority to review policies and/or programs developed, administered, and/or managed by NDOT to detect possible conflicts with the Title VI and ADA program federal requirements. The External Civil Rights Officer will perform any such additional duties as may be assigned by the NDOT Director or Deputy Director following applicable law(s) or regulation(s).
 - d) The External Civil Rights Officer will meet with the Director monthly, or as needed, to provide guidance on the strengths and weaknesses of the agency's efforts to meet Federal and State compliance requirements.

Section B. Authority to Re-delegate

1.The External Civil Rights Officer may re-delegate any of the authority delegated under Section A above to External Civil Rights Staff.

Section C. Authority Excepted

1. The authority delegated in this document does not include the authority to sue or be sued or issue a waiver of Federal law or regulations.

Section D. Statutory/Regulatory Authorities

During the performance of duties, the External Civil Rights Officer will comply with the following non-discrimination statutes and authorities, including but not limited to:

- 1. Title VI of the civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) and 49 CFR Part 21.
- 2. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601);
- 3. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.);
- 4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.); and 49CFR Part 27;
- 5. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.);
- 6. The Civil Rights Restoration Act of 1987, (PL 100-209);
- 7. Titles II and III of the Americans with Disabilities Act (42 U.S.C. §§ 12131-12189);49 C.F.R. Parts 37 and 38;
- 8. Title IX of the Education Amendments of 1972, (20 U.S.C. 1687 et seq.).

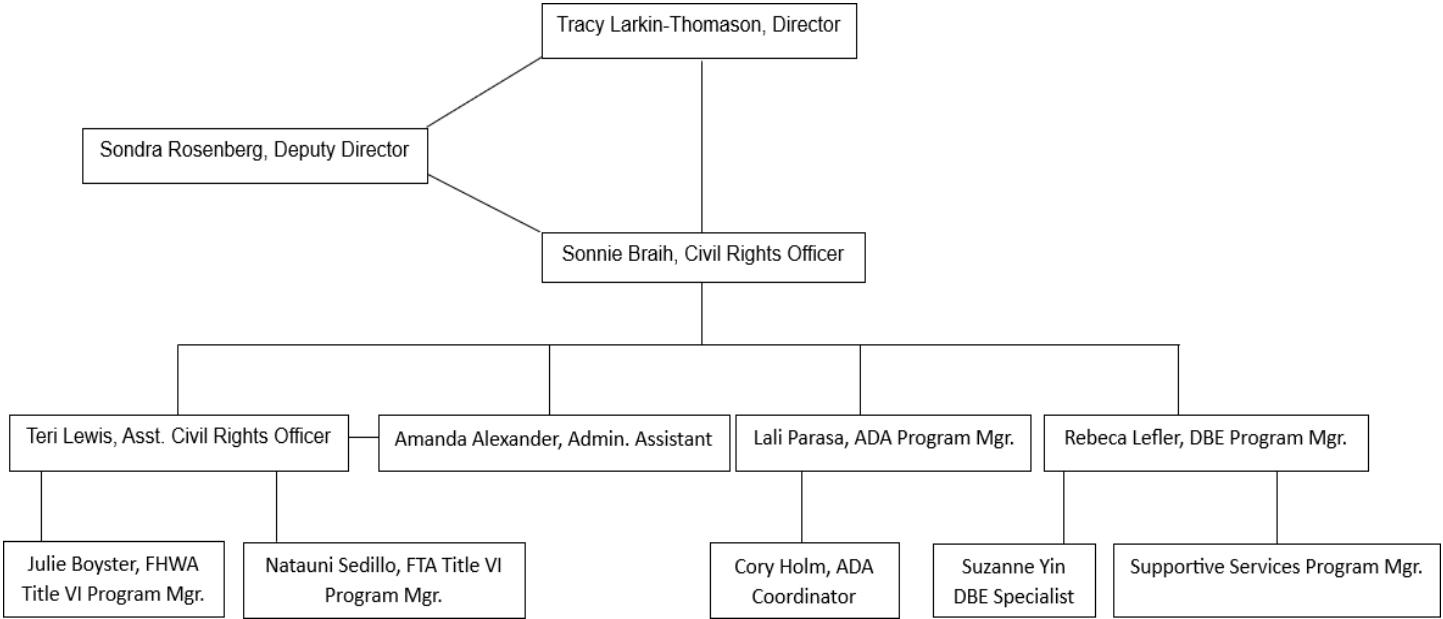
DocuSigned by:

 837931E930B041F
 Tracy Larkin - Thomason, P.E., Director
 Nevada Department of Transportation

09/09/2025

 Date

NDOT External Civil Rights Organization Chart – A4





TITLE VI DISCRIMINATION COMPLAINT FORM – A5

In accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disabilities Act (ADA) of 1990, complaints may be filed by any person who believes that he or she has been excluded from participation in, been denied the benefits of, or otherwise subjected to discrimination under a program or activity receiving Federal financial assistance from the Nevada Department of Transportation (NDOT), and believes the discrimination is based on race, color, or national origin. If you choose to file a formal complaint, you are asked to provide the following information:

Name: _____

Street Address: _____

City: _____ State: _____ Zip _____ code: _

Daytime phone: () _____ E-mail: _____

Please provide the basis upon which you believe your complaint is based:

Race ___ Color ___ National Origin ___

Please provide the name and address of the subrecipient/respondent (company) and any alleged discriminating official(s) or person(s) who you believe discriminated against you:

_____.

If discriminating person or official is unknown, please provide as much information as possible regarding the person:

_____.

Description of incident including date incident occurred (attach additional pages if needed):

NOTE: Any person has the right to file an anonymous complaint in person, electronically, or in writing. If you

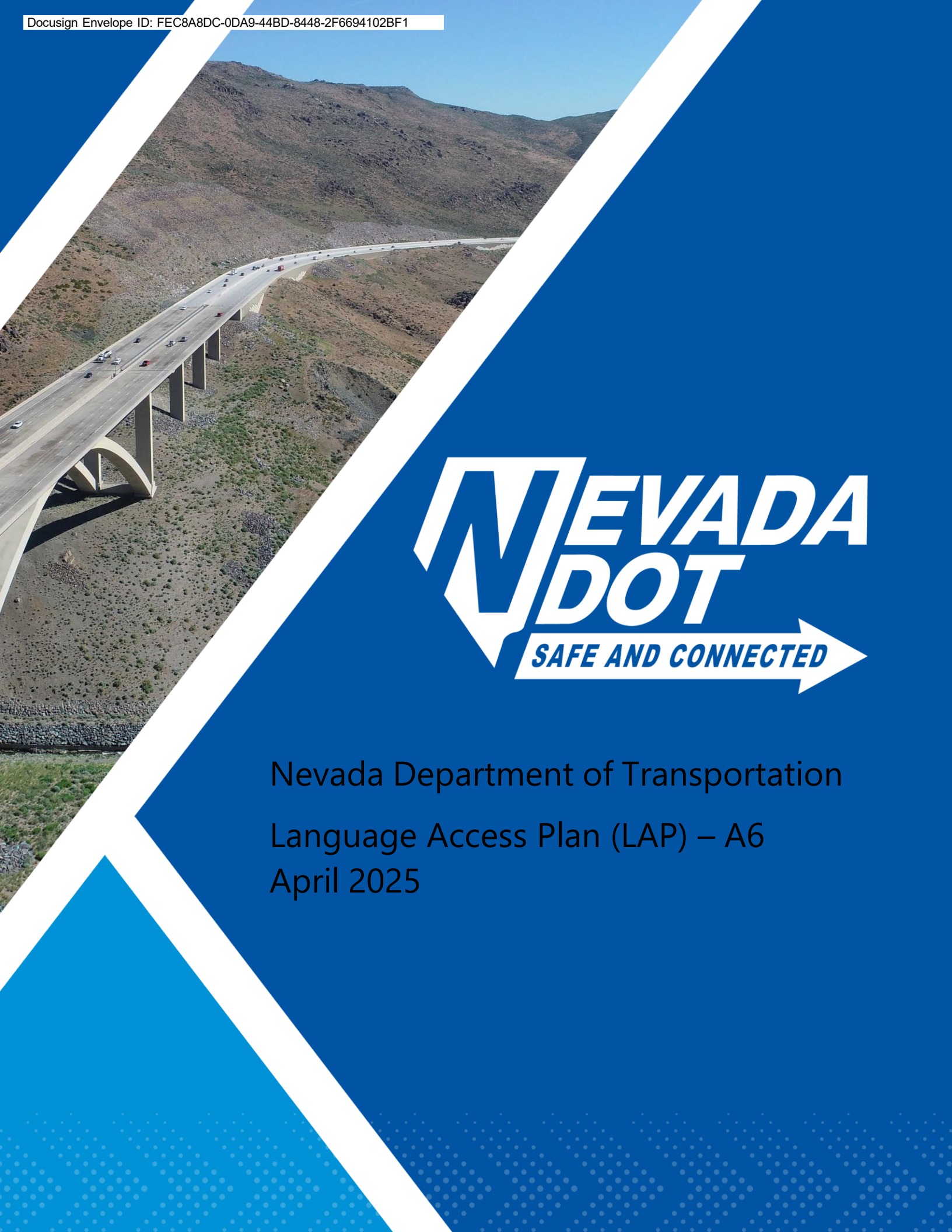
wish to file an in person complaint, please visit the address below Monday - Friday 6am to 4pm, and ask for the External Civil Rights Division. You will not be required to provide any identifying information in order to file an informal complaint, and no appointment is needed. However, if you elect to file a formal complaint with NDOT, it must be submitted in writing, signed and dated, within 180 days of the alleged discriminatory act (or latest occurrence). You are strongly encouraged to bring incidents of discrimination to the attention of the department as soon as possible after such conduct occurs. You may also file complaints directly with the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), or the Federal Transit Administration (FTA) within the 180-day period.

Signature

Date

Please mail completed complaint form and any attachments to:

Civil Rights Officer
Nevada Department of Transportation
4615 W. Sunset Road
Las Vegas, NV 89118 (702) 730-3301
sbraih@dot.nv.gov



Nevada Department of Transportation
Language Access Plan (LAP) – A6
April 2025

Table of Contents

Purpose and Authority.....	3
General Policy	4
4-Factor Analysis	5
NDOT’s LEP Client Profile	5
Language Access Services and Procedures	8
Implementation of Language Access Services	10
Evaluation and Recommendations of NDOT’s LAP	12

Purpose and Authority

Nevada's Senate Bill 318 (SB318) states that language should not be a barrier to accessing governmental programs and services. As SB318 puts it, *"Persons with limited English proficiency require and deserve meaningful, timely access to government services in their preferred language."* Moreover, it makes it clear that it is the responsibility of government to provide that access:



State and local agencies and entities that receive public money have an obligation to provide meaningful, timely access for persons with limited English proficiency (LEP) to the programs and services of those agencies and entities.

Nevada Department of Transportation (NDOT) is committed to compliance with Nevada Senate Bill 318, and Title VI of the Civil Rights Act of 1964, 2 C.S. § 561 et seq. (Act 172 of 2006) in ensuring meaningful access to State services and programs for individuals with limited English proficiency.

The purpose of this document is to establish an effective plan and protocol for NDOT personnel to follow when providing services to, or interacting with, individuals who have LEP. Following this plan and protocol is essential to the success of our mission to provide, operate, and preserve a transportation system that enhances safety, quality of life and economic development through innovation, environmental stewardship, and a dedicated workforce.

SB 318

*"PERSONS WITH LIMITED ENGLISH PROFICIENCY
REQUIRE AND DESERVE MEANINGFUL, TIMELY
ACCESS TO GOVERNMENT SERVICES IN THEIR
PREFERRED LANGUAGE."*

General Policy

NDOT recognizes that the population eligible to receive its services includes LEP individuals. It is the policy of NDOT to ensure meaningful access to LEP individuals. NDOT adopts the following policies and procedures to ensure that LEP individuals can gain equal access to NDOT services and communicate effectively. This Plan applies to all NDOT's programs and services including, but not limited to:

Planning, construction, operation, and maintenance of the 5,400 miles of highway and over 1,000 bridges which make up the state highway system. Transportation projects, studies, Rural Bus Services, Americans with Disabilities Act (ADA), Disadvantaged Business Enterprises, Title VI, Environmental Justice, Permits, Freeway Service Patrol, Rest Areas.

It is Nevada's policy to grant access to services or programs to every person regardless of their ability to speak, understand, read, or write English. NDOT intends to take all reasonable steps to provide LEP individuals with meaningful access to its services and programs. NDOT seeks to reduce barriers by increasing its capacity to deliver services and benefits to people in their preferred languages.

Toward this end, NDOT endorses the following policies:

- NDOT is committed to equity and will take all reasonable steps to provide LEP individuals with meaningful access to all its services, programs, and activities.
- The agency, rather than the LEP individual, bears the responsibility for providing appropriate language

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

"No person in the United States shall, on the ground 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."

services, regardless of the LEP individual's preferred language, at no cost to the LEP individual.

- Staff at the initial points of contact have the specific duty to identify and record language needs.
- Use of informal interpreters such as family, friends of the person seeking service, or other customers is not allowed. Minor children are prohibited from acting as interpreters.
- No staff may suggest or require that an LEP individual provide an interpreter in order to receive agency services.



NDOT Language Access Coordinator:

Teri Lewis

tlewis@dot.nv.gov

702-730-3305

NDOT's language access coordinator is responsible for ensuring the development and revision of the Department's Language Access Plan.

NDOT's language access coordinator is the Assistant External Civil Rights Officer, and reports to the NDOT Director on all Title VI issues.

The NDOT Communications Division is responsible for services related to public meetings, project outreach, and the NDOT Public Participation Plan.

4-Factor Analysis

The Department of Transportation is committed to collection and analysis of data that may improve access to our services and programs by LEP individuals. Following federal guidance, NDOT has conducted a 4-factor analysis and the result is outlines throughout this document.

NDOT's LEP Client Profile

Transportation and related programs and services are essential to the lives of all persons. As such, NDOT is committed to tracking the languages preferred for communication among our Limited English Proficient (LEP) population to better provide meaningful and timely access to our services and programs without regard to any language impediments. Below is a data table summarizing relevant population data for NDOT from the most recent Census Community Survey (2022).

NDOT will annually review the client profile data for changes or trends in the communities served by or eligible to be served by NDOT in order to allow NDOT staff to easily compare data and more readily see trends or changes in the groups NDOT serves when we revise this LAP in the future. Questions concerning topics NDOT is required to report on will be added to the data inquiry sheets for public meetings.

NDOT will consider indigenous people, refugees, and limited English proficient (LEP) communities and report information as specified in SB318 including but not limited to:

1. Type of services received by the relevant groups.
2. Preferred languages of your LEP clients.
3. Literacy levels of your LEP clients in their preferred language and in English.
4. Ability of the relevant groups to access agency services electronically.
5. Number and percentage of clients who are indigenous.
6. Number and percentage of clients who are refugees.



Senator John Pastore

“Title VI is sound; it is morally right; it is legally right; it is constitutionally right . . . What will it accomplish? It will guarantee that the money collected by colorblind tax collectors will be distributed by Federal and State administrators who are equally colorblind. Let me say it again: The title has a simple purpose—to eliminate discrimination in Federally financed programs.”

Language or Group Served	Total Number	% of Total	% of Total LEP	Services or Programs Accessed	Notes
Total:	2,926,714				
Speak only English	2,055,615				
Spanish:	597,705				
Speak English "very well"	370,515				
Speak English less than "very well"	227,190	7.76%	26.10%		Exceeds safe harbor threshold
French, Haitian, or Cajun:	9,419				
Speak English "very well"	7,631				
Speak English less than "very well"	1,788	0.06%	0.21%		Exceeds safe harbor threshold
German or other West Germanic languages:	8,939				
Speak English "very well"	8,069				
Speak English less than "very well"	870	0.03%	0.10%		Exceeds safe harbor threshold
Russian, Polish, or other Slavic languages:	15,603				
Speak English "very well"	10,867				
Speak English less than "very well"	4,736	0.16%	0.54%	Planning, construction, operation and maintenance of the 5,400 miles of highway and over 1,000 bridges which make up the state highway system.	Exceeds safe harbor threshold
Other Indo-European languages:	35,990				
Speak English "very well"	25,188				
Speak English less than "very well"	10,802	0.37%	1.24%	Transportation projects, studies, ADA, Disadvantaged Business Enterprises, Title VI, Environmental Justice, Permits, Freeway Service Patrol, Transit Services, Rest Areas.	Exceeds safe harbor threshold
Korean:	9,669				
Speak English "very well"	4,692				
Speak English less than "very well"	4,977	0.17%	0.57%		Exceeds safe harbor threshold
Chinese (incl. Mandarin, Cantonese):	34,003				
Speak English "very well"	14,614				
Speak English less than "very well"	19,389	0.66%	2.23%		Exceeds safe harbor threshold
Vietnamese:	11,232				
Speak English "very well"	5,518				
Speak English less than "very well"	5,714	0.20%	0.66%		Exceeds safe harbor threshold
Tagalog (incl. Filipino):	85,632				
Speak English "very well"	60,390				
Speak English less than "very well"	25,242	0.86%	2.90%		Exceeds safe harbor threshold
Other Asian and Pacific Island languages:	30,019				
Speak English "very well"	18,892				
Speak English less than "very well"	11,127	0.38%	1.28%		Exceeds safe harbor threshold
Arabic:	6,889				
Speak English "very well"	4,733				
Speak English less than "very well"	2,156	0.07%	0.25%		Exceeds safe harbor threshold
Other and unspecified languages:	25,999				
Speak English "very well"	16,715				
Speak English less than "very well"	9,284	0.32%	1.07%		Exceeds safe harbor threshold

Source: <https://data.census.gov>

Data to be collected and analyzed annually will be collected by the NDOT Divisions where the service requests take place and will be aggregated through our Title VI annual report. The data is archived electronically for access to staff to analyze for patterns or trends that may suggest services could be improved or changes are needed to our LAP. The vast majority of communication with LEP individuals

historically occurs in person at public meetings. All requests for language access are recorded by NDOT staff and submitted in our annual reports.

NDOT's Language Access Services and Procedures

NDOT is fortunate to have a very diverse workforce, many of whom competently speak and write languages other than English, and who are familiar with terms common to transportation. As such, the Department is often able to provide interpretation and translation services in-house.

Nevertheless, NDOT has contracted with outside services as needed to comply with the LEP Plan through [LanguageLink](#). I speak cards and posters are available to quickly identify the language needed for interpretation. Additionally, NDOT staff may utilize electronic translation services when appropriate and available.

Sign language services are available at public meetings, and upon request by clients. The State of Nevada has myriad qualified sign language and translation services (in writing, in person, and electronically) on retainer through a master contract with [State Purchasing](#).

LEP community outreach is primarily conducted through our Planning, Construction, and Communication Divisions. The State of Nevada has cultural competence training available on the State of Nevada E-Learning system.

NDOT routinely advertises in various minority publications to educate the public of services, programs, or projects. NDOT is a member of and many minority chambers of commerce and utilizes their services to assist in educating the public of our services and programs. I speak posters have been distributed to NDOT Divisions for posting in public areas announcing the availability of free language assistance services.

NDOT has secured the language access services described below to enable our LEP clients to access our services and programs more fully. In every case, NDOT ensures that all language service providers are fully competent to provide these services.

Oral/Sign Language Services

NDOT provides the following oral/sign language services:

Vendor	Contract #	Over-The-Phone	Video-Remote	In Person	CART Services	Document Translation	Sign Language
American Sign Language	99SWC-NV22-11700						X
Avantpage	99SWC-NV22-11697	X	X			X	X
Captions Unlimited	99SWC-NV22-11676				X		
CTS, Language Link	99SWC-NV20-11696	X	X				X
Diversidad	99SWC-NV22-11706	X	X	X			X
eTranslation Services	99SWC-NV22-11681	X	X	X		X	X
Focus Language International	99SWC-NV22-11678	X	X	X	X	X	X
Globo Language Solutions	99SWC-NV22-15218	X	X	X		X	
Homeland Language Services	99SWC-NV22-11691	X	X	X	X	X	X
Idea Language Translation	99SWC-NV22-11701	X	X			X	
Language Line	99SWC-NV21-11705	X	X				X
Language Translation Services	99SWC-NV22-11693	X	X	X	X	X	
Las Vegas Interpreters Connection	99SWC-NV22-11698	X	X	X		X	
MiTio Inc.	99SWC-NV22-11682	X	X	X	X	X	X
Powerling, Inc.	99SWC-NV22-11680					X	
Preston Bass Interpreting	99SWC-NV22-11695	X	X	X		X	X
Propio Language Services	99SWC-NV22-11689	X	X			X	X
Purple Communications Inc.	<i>In Progress</i>						X
Sign Language USA dba SLUSA	99SWC-NV22-11688	X	X	X	X		X
Transfactive Language Services	99SWC-NV22-11675					X	
United Language Group	99SWC-NV22-11703	X	X	X	X	X	X
Universal Language Services	99SWC-NV22-11686	X	X	X			X
Volatia Language Network	99SWC-NV22-11684	X	X	X		X	X
Worldwide Interpreters	99SWC-NV22-11690	X	X			X	X

Written Language Services

Vital documents are identified by Division Heads within the Department and are available upon request. NDOT's notice to beneficiaries is posted on our website with information on requesting services in languages other than English, including both paper and electronic communications. NDOT is in the process of procuring information for analysis of information to identify vital documents for translation in compliance with safe harbor guidelines.

Community Outreach and Engagement

NDOT is committed to ensuring that the larger LEP community is aware of and able to access all available language services. In doing so, NDOT has taken steps to publicize the availability of its

language services in the community. Additionally, NDOT has provided notification of its services at all relevant points of contact. Additionally, NDOT has provided resources for its staff to improve their cultural competency and ability to work with diverse groups.

Procedures and Resources for LEP Community Outreach: LEP community outreach is primarily conducted through our Planning, Construction, and Communication Divisions. This is routinely handled during the National Environmental Policy Act (NEPA) and construction processes.

Providing Notice of Language Assistance Services: NDOT has provided the following notifications at relevant points of contact within its office and online.

Contact information for LanguageLink along with procedures for using the services. I speak cards and posters for use in our offices and in the public.

Cultural Competency Resources: NDOT has provided the following resources to its staff to improve their ability to work with diverse groups.

The State of Nevada has cultural competence training available on the State of Nevada E-Learning system.

Implementation of NDOT's Language Access Services

NDOT is committed to providing our LEP clients full access to our services and programs. Towards this end, NDOT requires its staff to follow the procedures described below to ensure meaningful access to available language services. Moreover, NDOT is committed to 100% compliance with these procedures and provides the staff with the training described below to help ensure that all staff are familiar with these procedures and recognize their importance to NDOT's mission.

Language Access Procedures

Identifying Client Language Needs and Preferred Language: The following procedures should be followed to (1) interact appropriately with LEP clients, (2) inform clients of the availability of language services using available bilingual division staff, an online translation service, or contacting LanguageLink, (3) determine clients' preferred languages using the I speak card to identify the language translation needed, and (4) record and track LEP client language preferences so that the data will follow them throughout their interactions with NDOT staff and report the interaction on your division Title VI annual report.

Accessing Appropriate Oral/Sign Language Services: Staff should seek appropriate oral/sign language services in this order:

1. The preferred method of serving LEP clients is by using competent bilingual staff able to provide services directly to in the client's preferred language without the need for an outside interpreter.

2. Available, trained, competent bilingual staff may be used for in-person or telephone interpreting to support other staff.
3. Staff should seek assistance from professional in-person or telephone interpreters when staff cannot meet language needs. Agency should recognize that certain circumstances may require specialized interpretation and translation services even when staff with bilingual abilities are available.
4. Staff are authorized to provide language services to communicate effectively even when such assistance is not requested by the customer.

If competent bilingual staff are unavailable contact LanguageLink or another authorized translation service.

Accessing Appropriate Written Language Services: According to NDOT's stated procedure on the determination of "vital" documents, the following procedures should be followed to access qualified written language services. This applies both to written information intended for broad distribution as well as written communications between NDOT and individual clients.

If competent bilingual staff are unavailable contact LanguageLink or another authorized translation service.

Language Services Quality Assurance: NDOT is committed to ensuring that all language service providers it uses are qualified and competent to provide those services. The following procedures are in place to (1) establish provider qualifications and (2) track provider performance.

All language services are procured by request for qualifications/Request for proposal process to ensure the integrity and competency of the service provider. Divisions should track usage and end result to include in annual Title VI reporting.

Staff Training Policies and Procedures

NDOT believes that the appropriate provision of language services is vital to the fulfillment of its mission. Towards that end, NDOT ensures that its staff are familiar with its language access policies and the above procedures for providing said services.

NDOT is in the final stage of revision to its Title VI online training. This training includes an LEP section dedicated to ensuring NDOT staff have the necessary knowledge, skills, and abilities to ensure LEP client needs. Once complete it will become an NDOT mandatory training. This LAP outlines procedures for ensuring LEP services and will be given to employees upon hire and is available on our internal and external internet sites.

Evaluation of and Recommendations for NDOT's Language Access Plan

NDOT is committed to monitoring the performance of the above policies, procedures, and resources to ensure that its LAP is responsive to the needs of both NDOT and the people it serves. At a minimum, NDOT will review, evaluate, and update its LAP (if needed) biennially.

Processes for Monitoring and Evaluation

Parties Responsible for LAP Maintenance:

Sonnie Braih

sbraih@dot.nv.gov

702-730-3301

Criteria and Methods for LAP Evaluation: NDOT will track its LAP's performance using the criteria indicated below. The methods for gathering/tracking the relevant data for these criteria are likewise described. Data to be collected and analyzed annually will be collected by the NDOT Divisions where the service requests take place and will be aggregated through our Title VI annual report. The data is archived electronically for access to staff to analyze for patterns or trends that may suggest services could be improved or changes are needed to our LAP.

Evaluation Outcomes and Proposed Changes

Performance Monitoring Data: NDOT's analysis of the above performance measure data has found the following:

1. Complete the online training module.
2. Complete identification of remaining vital documents for safe harbor translation.

Proposed LAP Revisions: Based on NDOT's LAP performance assessment, the following changes to the LAP are proposed:

None to date.

Proposed Budgetary Implications: Depending on the final outcome of identifying all remaining vital documents for safe harbor translation, the budgetary implications are estimated at \$50,000 annually.

Suggested Legislative Amendments: Based on NDOT's experience with language access to date, the following revisions to SB318 or other legislation are recommended:

None to date.

PRESIDENT
JOHN F. KENNEDY

Simple justice requires that public funds, to which all taxpayers of all races [colors, and national origins] contribute, not be spent in any fashion which encourages, entrenches, subsidizes, or results in racial [color or national origin] discrimination.

Title VI Complaint Log – A7



TITLE VI COMPLAINT LOG

Complaints | Investigations | Lawsuits

CASE #	COMPLAINTEE	COMPLAINTEE CONTACT INFO.	RESPONDENT	DATE FILED	BASIS	DATE OF REPORT	DECISION

**No Complaints

This report was written on behalf of the Nevada Department of Transportation by:

NDOT External Civil Rights Division
4615 W. Sunset Road
Las Vegas, NV 89118
<https://www.dot.nv.gov>



Tracy Larkin-Thomason, P.E. | Director |

Sondra Rosenberg | Deputy Director |

Sonnie Braih, ESQ. | External Civil Rights Officer |