



City of Lafayette, Indiana Title VI Program and Implementation Plan

June 2025

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Title VI Policy Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. The law specifically states: *"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."* (42 U.S.C. § 2000d)

In addition to Title VI, other federal nondiscrimination statutes and executive orders extend protections to individuals on the basis of disability, sex, age, low-income status, limited English proficiency, religion, sexual orientation, and gender identity.

The City of Lafayette is committed to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any of its services, programs, or activities on the basis of race, color, national origin, disability, religion, sex, sexual orientation, gender identity, age, low-income status, or limited English proficiency, in accordance with Title VI and related nondiscrimination authorities (see Exhibit 1).

This plan was developed to guide the City of Lafayette in its administration and management of Title VI related activities.

Organization and Staffing

The Public Works Director within the City of Lafayette's Engineering Department, Jeromy Grenard, serves as the Title VI Coordinator on behalf of The City of Lafayette (Executive Order; Exhibit 2). The Title VI Coordinator is responsible for the overall management of the Title VI Program to ensure the compliance with provisions of the City's policy of non-discrimination with the law. The contact information for the Title VI Coordinator is as follows:

Jeromy L. Grenard

Title VI Coordinator

Public Works Director

City of Lafayette

20 N 6th Street

Lafayette, IN 47901

Phone: 765-807-1050

Email: web-engr@lafayette.in.gov

Responsibilities of Title VI Coordinator

As authorized by the LPA Administrator (Mayor), the Title VI Coordinator and assigns are responsible for initiating, monitoring, and ensuring LPA compliance with Title VI requirements as follows:

- Administer, coordinate and Implement the Title VI Program plan.
- Review written Title VI complaints and ensure every effort is made to resolve complaints informally at the local or regional level.
- Review statistical data gathering process to ensure sufficiency of data for meeting requirements of Title VI program administration.
- Ensure that available census data is included as a part of all Environmental Impact Statements/Assessments (EIS/EIA) for projects receiving Federal Highway Administration or other Federal assistance.
- Conduct or facilitate training programs on Title VI issues and regulations for LPA employees; facilitate Title VI training for appropriate staff, contractors and sub-recipients.
- Review and update the LPA Title VI plan as needed or required.

- Prepare an annual report of Title VI accomplishments and changes to the program in the preceding Federal fiscal year, identify goals and objectives for the upcoming year as required.
- Work with LPA staff to develop and disseminate Title VI program information to LPA employees and sub-recipients, including contractors, subcontractors, consultants, and sub-consultants and beneficiaries, as well as the general public.
- Work with other LPA offices to establish procedures for promptly resolving deficiencies, as needed. Recommend procedures to identify and eliminate discrimination that may be discovered in and LPA processes.
- Monitoring changes in applicable civil rights legislation and regulatory guidance, and for updating the City's Title VI Implementation Plan accordingly.

Title VI Committee Member Responsibilities

The City of Lafayette has established a Title VI Committee consisting of department heads and key staff from across the organization. This interdepartmental committee plays a vital role in ensuring the City's ongoing compliance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities. Members serve as liaisons between the Committee and their respective departments, helping to integrate Title VI principles into daily operations.

Committee members are responsible for the following:

- Ensuring that all City contracts and agreements include appropriate Title VI nondiscrimination provisions, attached in Exhibit 3.
- Consulting with the Title VI Coordinator when complaints are received or compliance concerns arise.
- Ensuring that all individuals are treated equitably, regardless of race, color, national origin, disability, religion, sex, sexual orientation, gender identity, age, low-income status, or limited English proficiency.
- Developing and maintaining department-specific policies and procedures to support Title VI compliance during all phases of programs, services, and projects.
- Ensuring that the selection, negotiation, and administration of consultant contracts are free from discrimination.

- Providing reasonable accommodations and language access services—including interpreters or translated materials—for individuals with disabilities or limited English proficiency (LEP).
- Transmitting key information and action items from Title VI Committee meetings back to department staff and coordinating Title VI training within their departments.

A full list of Title VI Committee members is provided in Exhibit 12.

Title VI Committee Reporting

Each Title VI Committee member, serving as their department’s representative, is responsible for working with their Department Head to complete and submit the Title VI Compliance Review Form (see Exhibit 5) to the Title VI Coordinator.

The Title VI Coordinator uses these forms to assess departmental compliance with Title VI requirements and to identify areas where additional training or support may be needed to help departments meet their Title VI goals.

Additionally, the Title VI Coordinator will periodically review each department’s data collection practices to ensure continued compliance with the City of Lafayette’s Title VI Program.

Departments are expected to complete and submit the Compliance Review Form annually in October.

Each annual report should include the following information:

- Number of federally funded projects awarded during the past year
- Number of Title VI complaints received during the past year
- Attendance at public meetings/hearings, tracked and broken down by ethnicity, race, gender, and disability
- Data collected on ethnicity, race, gender, and disability for communities impacted by construction projects
- Confirmation that staff understand the Title VI Policy and Procedures set in place for the City
- Information on the number of LEP (Limited English Proficiency) persons needing assistance, including services used and any related costs
- Any questions, comments, or concerns regarding the Title VI Policy and Procedure

Training

The Title VI Coordinator will ensure that training on the Title VI Program and the Limited English Proficiency (LEP) Plan is made available to the designated Title VI Committee members. These members are then responsible for ensuring that the information is disseminated to the relevant personnel, including City of Lafayette employees, contractors, and/or sub-recipients.

Training materials and sessions cover the fundamental provisions of Title VI of the Civil Rights Act of 1964, including:

- The City's responsibilities under federal nondiscrimination laws
- Procedures for identifying and addressing potential Title VI issues
- Protocols for handling and resolving complaints

Training sessions are designed to promote a clear understanding of civil rights obligations in the delivery of programs, services, and activities. These sessions may include:

- Real-world examples and case studies
- Guidance on communicating effectively with LEP individuals
- Strategies to ensure equitable access for all populations

All training completed by City of Lafayette employees and Title VI Committee members will be documented and tracked to ensure accountability and support ongoing compliance with Title VI requirements.

City of Lafayette Complaint Procedure

Any person who believes they have been subjected to discrimination—as a member of a protected class—on the basis of race, color, national origin, gender identity, age, disability, sex, sexual orientation, religion, low-income status, or Limited English Proficiency (LEP), in violation of Title VI of the Civil Rights Act of 1964, as amended, and related statutes and regulations (including Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, as amended, and the Civil Rights Restoration Act of 1987) may file a complaint. Complaints may also be submitted by a representative on behalf of such an individual.

It is the policy of the City of Lafayette to promptly and impartially investigate all allegations of discrimination and to take timely, appropriate corrective action when a claim is substantiated.

No individual may be intimidated, threatened, coerced, or discriminated against for filing a complaint, participating in an investigation, or exercising their civil rights under any of the

statutes listed above. Allegations of retaliation, harassment, or intimidation may also be reported using the process below.

How to File a Complaint

A complaint may be made verbally or in writing and should generally be submitted within 60 days of the alleged discriminatory act. Complaints may be submitted to any City of Lafayette Department Supervisor or directly to the City's Title VI Coordinator:

Jeromy L. Grenard
Title VI Coordinator
Public Works Director
City of Lafayette
20 N 6th Street
Lafayette, IN 47901
Phone: 765-807-1050
Email: web-engr@lafayette.in.gov

Complaint forms are available online at <https://lafayette.in.gov> or in Exhibit 6 of this implementation plan. However, individuals are **not required** to use a specific form, and assistance will be provided to anyone needing help preparing a complaint.

A complaint should include:

- The complainant's name, address, and contact information;
- A brief description of the alleged discriminatory conduct, including date(s);
- Names and contact information of any witnesses; and
- Any supporting documentation, if available.

Investigation and Resolution

The City will conduct a fact-based investigation and issue a written report of findings to the complainant within **60 days** of receiving the complaint. The City will make every effort to resolve complaints informally at the lowest possible level.

The complainant's identity and the contents of the complaint will be kept confidential to the extent necessary to carry out a fair and thorough investigation.

These procedures do **not** prevent any individual from filing a complaint with other government agencies or pursuing legal action through private counsel.

Additional Complaint Options

Complaints may also be filed with the following agencies:

Indiana Department of Transportation (INDOT)

Economic Opportunity Division
100 N. Senate Ave., Room N750
Indianapolis, IN 46204
Phone: (317) 233-6511
Fax: (317) 233-0891

U.S. Equal Employment Opportunity Commission (EEOC) – Indianapolis District Office

101 West Ohio Street, Suite 1900
Indianapolis, IN 46204
Phone: (800) 669-4000
Fax: (317) 226-7953
TTY: (800) 669-6820

Indiana Civil Rights Commission (ICRC)

100 N. Senate Ave., Room N103
Indianapolis, IN 46204
Toll Free: (800) 628-2909
Phone: (317) 232-2600
Fax: (317) 232-6560
Hearing Impaired: (800) 743-3333

Processing Complaints

The Title VI Coordinator, or assign, is responsible for processing all complaints received by the City of Lafayette. The Coordinator shall carry out the following duties to ensure proper documentation, investigation, and communication in accordance with INDOT and Federal guidelines:

- **Maintaining a Complaint Log**
The Title VI Coordinator will maintain a log of all complaints received. Each complaint will be logged in Exhibit 7 and assigned a sequential case number based on the year, month, and order in which it was received. For example, the first complaint received on March 4, 2025, would be logged as 2025-03-01.
- **Acknowledging Receipt**
Upon receipt of a complaint, the Coordinator will issue an acknowledgement letter to the complainant. This letter will include:
 - A restatement of the complaint;
 - A brief explanation of the City's jurisdiction over the matter (particularly if it involves a sub-recipient); and

- Contact information for the staff member assigned to investigate the complaint.
- Notifying INDOT
The Coordinator will notify the Indiana Department of Transportation (INDOT) in writing within 10 working days of receipt of the complaint.
- Notifying the Respondent
The Coordinator will send a notice via certified mail to the respondent that includes:
 - A description of the allegations;
 - A request for a written position statement; and
 - Contact information for the City's assigned investigator.
- Informing the Complainant of Rights
The complainant will be advised of their right to:
 - Have a witness or representative present during any interviews; and
 - Submit any documentation they believe is relevant to the allegations.
- Opportunity to Respond
The respondent will be given the opportunity to respond to each of the complainant's allegations.
- Witness Coordination
The Title VI Coordinator will determine which witnesses need to be contacted and interviewed as part of the investigation.
- Concluding Contact with Complainant
Upon completing the investigative phase, the Coordinator will contact the complainant to allow for submission of any final, relevant information prior to the preparation of the final report.
- Investigative Report (IR)
The Coordinator will prepare a confidential Investigative Report (IR) and forward it to INDOT. The IR is not shared with the complainant or respondent. It will include:
 - A summary of the written complaint;
 - A description of the methodology or standard of review used;
 - Summarized statements from witnesses;
 - Findings of fact and evidence analysis addressing each allegation and the respondent's position;
 - A determination—based on the preponderance of evidence—of whether the complaint is substantiated or unsubstantiated; and
 - Recommended corrective action for substantiated cases.
- Letter of Findings (LOF)
A Letter of Findings (LOF) will be drafted and sent via certified mail to INDOT, the complainant, and the respondent within 60 calendar days of the complaint's receipt. The LOF will include:
 - A summary of the written complaint;
 - A description of the methodology used in the investigation;

- Findings of fact and an analysis of the evidence for each allegation;
- A determination of whether the complaint is substantiated or unsubstantiated;
- Proposed corrective actions for substantiated cases; and
- A notice of the complainant's right to appeal to the Federal Highway Administration (FHWA) along with instructions for doing so.

Corrective Action

If the City recommends corrective action following an investigation, the Respondent will have 30 calendar days to notify the City of the actions taken to achieve compliance. The Title VI Coordinator will monitor the Respondent's implementation of the corrective measures to ensure timely and effective resolution.

Corrective actions may include steps that the Respondent commits to completing after the initial 30-day period, provided the response includes a projected timeline for full implementation.

If the Respondent fails to take the recommended corrective action within the 30-day timeframe, the City will deem the Respondent to be in noncompliance with Title VI and its implementing regulations. Any instance of noncompliance not resolved through informal means, as described above, may be subject to formal sanctions as provided under 49 CFR § 21.13.

Pre-Investigative/Administrative Closures

It is the general practice of the City of Lafayette to investigate all complete complaints. However, the City may, at its discretion, administratively close a complaint without further investigation under certain circumstances. Types of complaints that may be administratively closed include, but are not limited to, the following:

- Complaints that fail to state a claim or provide any substantial or coherent basis for a claim
- Complaints that are outside the scope of the City's Title VI jurisdiction
- Untimely complaints filed more than 60 days after the alleged discriminatory act
- Complaints voluntarily withdrawn by the Complainant
- Complaints in which the investigation has been impaired due to the City's inability to locate the Complainant
- Complaints that represent a repetition or pattern of previously filed complaints involving the same or similar allegations against the same or different recipients, where those complaints were consistently found to be factually or legally unsubstantiated
- Complaints that contain allegations and issues already addressed in a recently closed complaint or compliance review conducted by the City
- Complaints containing allegations that are precluded by decisions from the Federal courts, the U.S. Department of Justice, or existing City policy determinations

- Complaints filed by individuals who refuse to cooperate with the investigation, when their lack of cooperation substantially impairs the ability to complete the investigation. In such cases, the Complainant will be contacted and informed that their lack of cooperation is hindering the process and that continued non-cooperation may result in administrative closure
- Complaints that have been transferred to another agency for investigation
- Complaints where the death of the Complainant either:
 - Makes it impossible to fully investigate the allegations; or
 - Forecloses the possibility of relief, particularly in cases where the relief sought pertained solely to the Complainant or injured party

The City shall notify Complainants in writing via certified mail when a determination is made to administratively close a case without further investigation. This written notification will include a clear explanation of the basis for the administrative closure.

Appeals Procedures

If a Letter of Findings (LOF) issued by the City of Lafayette determines that a complaint is unsubstantiated, the Complainant has the right to appeal that decision to the Indiana Department of Transportation (INDOT).

The City will provide the Complainant with information on how to file an appeal along with the LOF.

The appeals process is as follows:

- The Complainant must submit the appeal in writing to the Title VI Coordinator within 14 calendar days of receiving the City's Letter of Findings.
- The written appeal must clearly state which portion(s) of the findings are being disputed and provide the basis for the disagreement.
- Within seven (7) calendar days, the City will forward the appeal, along with the complete case file and investigative record, to INDOT's Title VI Program for review.
- INDOT will review the appeal and issue written findings to both the Complainant and the City of Lafayette as promptly as possible. While INDOT strives to complete the review within 30 calendar days, the actual timeframe may vary depending on the complexity of the case.

This appeal process does not limit the Complainant's right to file a complaint directly with other government agencies, such as the Federal Highway Administration (FHWA), Equal Employment Opportunity Commission (EEOC), or the Indiana Civil Rights Commission (ICRC), as outlined in the Complaint Procedure section.

Confidentiality

In accordance with DOT Order 1000.12, the City of Lafayette will keep the identity of all complainants confidential, except to the extent necessary to carry out a full and fair investigation.

If it becomes necessary for the investigator to disclose the Complainant's identity to the Respondent or a third party, the investigator must first obtain the Complainant's written consent.

Additionally, the City will obtain the Complainant's written authorization before providing a copy of the complaint to the Respondent or any third party.

Records

The Human Resources Department shall maintain all records related to a Title VI investigation in a confidential area for a period of three (3) years following the completion of the investigation.

Summary of Complaints Received

As of December 31, 2024, there was one Title VI related complaint. See example Complaint Log in Exhibit 7.

Public Participation and Outreach

The City of Lafayette's Title VI Coordinator will ensure the Title VI webpage is regularly updated as needed to provide current information.

The City of Lafayette will provide a Voluntary Title VI Public Involvement Survey (see Exhibit 8) on its website and all major public meetings and hearings.

All completed surveys will be retained for a period of three (3) years from the date of the meeting or hearing.

Title VI Civil Rights Compliance Reviews

The City of Lafayette, Indiana, conducts annual reviews to evaluate overall compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, national origin, disability, sex, age, low-income status, or limited English proficiency in programs or activities receiving federal financial assistance.

These annual reviews are conducted through interviews and document reviews within each department, utilizing the Compliance Review Form (see Exhibit 5).

Limited English Proficiency (LEP) Plan

This LEP Plan outlines the City of Lafayette's commitment to ensuring meaningful access to its programs and services for individuals with limited English proficiency. As a recipient of federal financial assistance, the City is obligated under Title VI of the Civil Rights Act of 1964 and Executive Order 13166 to take reasonable steps to provide language assistance to LEP persons.

In compliance with federal guidance, the City has conducted a four-factor analysis to assess the need for language assistance services:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the City's programs.
 - a. Population Overview: As of the 2022 U.S. Census American Community Survey (ACS) 5-Year Estimates, Lafayette has a population of approximately 71,208 residents.
 - b. LEP Population: Approximately 13.0% of residents aged 5 and older speak a non-English language at home.
 - c. Spanish Speakers: Spanish is the most prevalent non-English language spoken, with a significant portion of the LEP population.
2. The frequency with which LEP individuals come into contact with City programs, activities, or services.
 - a. The City has implemented measures to assess and monitor the frequency of LEP individuals' contact with its programs and services.
3. The nature and importance of the program, activity, or service provided by the City to LEP persons.
 - a. Given the diverse LEP population, including Spanish speakers, it is crucial for the City to provide language assistance to ensure equitable access to all programs and services.
4. The resources available to the City and overall cost to provide LEP assistance.
 - a. The City is committed to allocating resources effectively to provide necessary language assistance services, including interpretation and translation services.

To address the identified needs, the City will implement the following language assistance measures:

- Interpretation Services: Provide qualified interpreters for in-person and telephonic interactions with LEP individuals.
- Translation Services: Translate vital documents into the most commonly spoken languages among the LEP population, prioritizing Spanish.

- Staff Training: Train City staff to recognize and appropriately respond to LEP individuals' needs, including the use of Language Identification Flashcards.
- Community Outreach: Engage with community organizations to raise awareness of available language assistance services.

The City will regularly assess the effectiveness of its LEP Plan by:

- Reviewing the frequency and nature of LEP individuals' contacts with City programs.
- Evaluating the adequacy of language assistance services provided.
- Soliciting feedback from LEP individuals and community organizations.

The City of Lafayette is dedicated to ensuring that LEP individuals have meaningful access to its programs and services. By implementing this LEP Plan, the City reaffirms its commitment to nondiscrimination and equal access for all residents.

Language Assistance

A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English may be considered a Limited English Proficient (LEP) person and may be entitled to language assistance for participation in the City of Lafayette's programs and activities.

Language assistance can include:

- Interpretation: The oral or spoken transfer of a message from one language into another.
- Translation: The written transfer of a message from one language into another.

The City of Lafayette will determine when interpretation and/or translation services are needed and reasonable to provide meaningful access.

City staff may identify whether an interpreter or other language assistance is needed by using the following methods:

- Review records to determine if language assistance has been requested previously at meetings or via telephone, helping to anticipate needs for future events (see Exhibit 9 for full LEP Policy).
- Provide Language Identification Flashcards (see Exhibit 10) at City events near registration tables and customer service areas accessible to staff. These flashcards help individuals self-identify as needing language assistance.

Language Assistance Measures

Given that the City of Lafayette has an LEP population exceeding 10%—meaning a significant portion of residents speak English “not well” or “not at all”—the City is strongly committed to providing comprehensive language assistance through the following measures:

- When an individual requests language assistance and the City determines the person is LEP and that assistance is necessary to ensure meaningful access, the City will provide timely and effective support. The City retains discretion to determine the appropriate type and level of assistance needed based on the individual’s circumstances.
- When an interpreter is required, whether in person or via telephone, City staff will promptly identify the needed language and access qualified language interpreting services to facilitate clear communication.
- The City will routinely monitor and evaluate the demand for language assistance services—including interpreter requests and translation of vital documents—to ensure adequate resources are available and to adapt services as community needs evolve.
- The City will also actively engage in outreach and training for staff to improve awareness of LEP issues and proper procedures for providing language assistance.

Title VI Reporting/Accomplishments

****Please refer to website (lafayette.in.gov) for updated goals and accomplishments****

Exhibits

EXHIBIT 1

City of Lafayette Nondiscrimination Statement of Policy



CITY OF LAFAYETTE
NON-DISCRIMINATION POLICIES
PUBLIC ACCESS TO FACILITIES, PROGRAMS, ACTIVITIES & SERVICES POLICY

PART A – POLICY STATEMENT

I. General Commitment to Non-Discrimination

The City of Lafayette prohibits discrimination in all its municipal programs, services, activities, and facilities. In accordance with Title VI of the Civil Rights Act of 1964 and other applicable federal and state laws, the City ensures that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, sex, age, disability, or Limited English Proficiency (LEP).

The City also provides additional protections under its policies and applicable state laws, including those based on sexual orientation and income status.

The City of Lafayette is committed to providing meaningful access to all programs and services and complies with: Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act of 1990, as amended.

II. Persons with Disabilities

The City of Lafayette is committed to including qualified individuals with disabilities in municipal services, programs and activities. For further information please see the City of Lafayette ADA Transition Plan.

III. Limited English Speaking (LEP) Persons

The City of Lafayette is committed to providing persons with Limited English Proficiency (LEP) meaningful access and equal opportunity to participate in our services, activities and programs. The City will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in our services, activities, programs and other benefits.

Which documents must be translated, when oral translation is necessary, and whether such services must be immediately available depend on many factors. As a result, the City is committed to following the United States Department of Justice (USDOJ) guidance on making such determinations, which includes determining:

- 1) Number or Proportion of LEP Individuals
- 2) Frequency of Contact with the Program
- 3) Nature and Importance of the Program
- 4) Resources Available to the City

IV. Contacting the City

Individuals with requests for services, questions or complaints concerning the City Non-Discrimination Policy on “Public Access to Facilities, Programs, Activities & Services Policy” should contact the City’s ADA Compliance Coordinator. The ADA Compliance Coordinator for the City of Lafayette is:

ADA Compliance Coordinator
City of Lafayette
Amber Schaefer, HR Director
20 N 6th St.
Lafayette, IN 47901
(p) 765-807-1600
(f) 765-807-1064
hrhelpdesk@lafayette.in.gov

PART B – NON DISCRIMINATION STANDARD OPERATING PROCEDURES

I. Elimination of Discrimination

The City of Lafayette will continue to work to identify and eliminate discrimination on race, color race, color, national origin, sex, age, disability, low income status, sexual orientation or limited English proficiency. If discrimination is found to exist, the City of Lafayette will implement appropriate policies, procedures or programs to eliminate the discrimination. Programs and procedures, include, but are not limited to: Limited English Proficiency access plan; extend contracting and subcontracting activities to Disadvantaged Business Enterprises (DBE) and non DBE minority and female owned business; and monitoring contractors and consultants for Title VI compliance.

II. Public Outreach

The City of Lafayette is committed to providing the general public with information on the non-discrimination protections provided by Title VI, Section 504 and the ADA. The City will pursue all available opportunities to educate the public on issues relating to discrimination under Title VI, Section 504 and the ADA. Public outreach may include, but is not limited to, posting the City's non-discrimination policy in public locations, including the City's non-discrimination policy in public notices as appropriate, and posting the City's non-discrimination policy on the City website.

III. Limited English Proficiency

The City of Lafayette will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in our services, activities, programs and other benefits.

For any program or project receiving federal funds the City of Lafayette will conduct a four part analysis to determine what, if any, limited English proficiency services will be required.

The four factors to be considered in determining the need and type of language assistance services are:

- 1) Number or Proportion of LEP Individuals
- 2) Frequency of Contact with the Program
- 3) Nature and Importance of the Program
- 4) Resources Available to the City

If a review of the first two factors show that less than five percent (5%) of the intended beneficiaries of the program or project are limited English proficient, no language assistance measures will be developed for that program or project. However, in an effort to ensure that persons with Limited English Proficiency are have meaningful access and equal opportunity, the City of Lafayette will accommodate any and all requests for oral or written translation services.

If more the five percent (5%) of the intended beneficiaries of the program or project are limited English proficient, the City of Lafayette will review the nature and importance of the program or project to determine what language assistance measures should be developed for the program or project. The resources available to the City should be considered in determining the appropriate language assistance measures. Language

assistance measures may include, but are not limited to, oral translation services, including the use of a telephone interpreter line, and written translation services.

IV. Monitoring Contractors and Consultants

The City will ensure that all federally funded contracts contain required Title VI assurances prohibiting discrimination in violation the City's policy on non-discrimination. The City will monitor consultants and contractors for compliance with the City's non-discrimination policy. The City will promptly investigate any alleged claim of discrimination and will work with the consultant or contractor to obtain voluntary compliance with the City's non-discrimination policy.

PART C – COMPLAINT PROCEDURE

Any person who believes that he or she, on the basis of race, color, national origin, gender, age, disability, religion, low income status, or Limited English Proficiency, has been excluded from or denied participation in, been denied the benefits of, or otherwise been subjected to discrimination in or under any program or activity receiving federal funding assistance in violation of Title VI of the Civil Rights Act of 1964, as amended and its related statutes, regulations and directives, may submit a complaint. The City of Lafayette assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

Complaint forms may be found on the City website. Individuals are not required to use the complaint form and may submit a complaint in any format that includes the name, address and telephone number of the individual complaining and brief description of the alleged discriminatory conduct including the date of harm. An individual submitting a complaint alleging discrimination may include relevant evidence, including the names of witnesses and supporting documentation. A complaint must be signed by the complainant.

Complaint forms must be submitted within one hundred eighty (180) days of the date of the alleged discrimination. Complaint form should be directed to:

ADA Compliance Coordinator
City of Lafayette
Amber Schaefer, HR Director
20 N 6th St.
Lafayette, IN 47901
(p) 765-807-1600
(f) 765-807-1064
hrhelpdesk@lafayette.in.gov

Within sixty days of the receipt of the complaint, the Title VI Coordinator or appointed designee will conduct an investigation of the allegation based on the information provided and issue a written report of its findings to the complainant. The Title VI coordinator will try to obtain an informal voluntary resolution to all complaints at the lowest level possible.

Any person aggrieved by the findings of the Title VI Coordinator or appointed designee may, within fifteen (15) days of the receipt of the response of the Title VI Coordinator, file an appeal to the City of Lafayette Legal Department. Within 15 calendar days after receipt of the appeal of the Title VI Coordinator's report, the City of Lafayette Legal Department or appointed designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the City of Lafayette Legal Department will respond in writing, explaining the position of the City of Lafayette Legal Department and offer a final resolution of the complaint.

These procedures do not deny the right of any individual to file a formal complaint with any government agency or affect an individual's right to seek private counsel for any complaint alleging discrimination.

Complaints may also be filed with the following governmental agencies:

Indiana Department of Transportation

Economic Opportunity Division
100 N. Senate Ave, Room N750
Indianapolis, IN 46204
Phone: (317) 233-6511
Fax: (317) 233-0891

Indianapolis District EEOC Office

101 West Ohio Street, Ste 1900

Indianapolis, IN 46204

Phone: (800) 66-4000

Fax: (317) 226-7953

TTY: 1 (800) 669-6820

Indiana Civil Rights Commission

100 N. Senate Ave, Room N103

Indianapolis, IN 46204

Phone: (317) 232-2600

Fax: (317) 232-6560

Hearing Impaired: 1 (800) 743-3336

Updated 5-2025

EXHIBIT 2

Title VI Coordinator Executive Order

EXECUTIVE ORDER 25-01
CITY OF LAFAYETTE

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and related federal and state statutes prohibit discrimination on the basis of sex, age, disability, and other protected classifications;

WHEREAS, the City of Lafayette is committed to ensuring compliance with Title VI and all related statutes by maintaining a policy of non-discrimination in the provision of its services, programs, and activities; and

WHEREAS, it is the intent of the City of Lafayette to take reasonable steps to provide meaningful access to its services, programs, and activities for all persons, including those with limited English proficiency and individuals with disabilities; and

WHEREAS, the City of Lafayette is required to designate a Title VI Coordinator to oversee compliance efforts and to ensure that no person is denied participation in, denied the benefits of, or subjected to discrimination under any City program or activity;

NOW, THEREFORE, I, Tony Roswarski, Mayor of the City of Lafayette, by the authority vested in me, do hereby order as follows:

1. Designation of Title VI Coordinator

The City of Lafayette hereby designates Jeromy Grenard, PE as the Title VI Coordinator. The Coordinator shall be responsible for implementing and maintaining the City's Title VI compliance program and ensuring that all departments comply with federal and state non-discrimination laws.

2. Responsibilities of the Title VI Coordinator

The Title VI Coordinator shall:

- a. Develop and implement policies and procedures to ensure compliance with Title VI requirements.
- b. Provide training and guidance to City employees and departments regarding Title VI obligations.
- c. Investigate complaints of discrimination and take appropriate corrective action as necessary.
- d. Maintain records and documentation related to Title VI compliance efforts.
- e. Coordinate efforts to provide meaningful access to programs and services for individuals with limited English proficiency and disabilities.

3. **Non-Discrimination Policy**

All City departments, officials, and employees shall comply with Title VI and related non-discrimination requirements. The City shall not exclude, deny benefits to, or otherwise discriminate against any person on the basis of race, color, national origin, sex, age, disability, or any other protected status in any of its programs, services, or activities.

4. **Publication and Public Notice**

The City of Lafayette shall take appropriate steps to notify the public of its Title VI policy, including posting on the City's website, and through other means as necessary to ensure public awareness.

5. **Effective Date**

This Executive Order shall take effect immediately and shall remain in effect until modified or rescinded by a subsequent Executive Order.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of City Lafayette to be affixed this 10 day of July, 2025.



Tony Roswarski
Mayor, City of Lafayette

ATTEST:



Cindy Murray
City Clerk, City of Lafayette

EXHIBIT 3

Title VI Assurances (With Appendix A, B, and C)



Standard U.S. DOT Title VI Assurances

The City of Lafayette, Indiana (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent 'directives, no person in the United States shall, on the grounds of race color, or national origin, he excluded from participation in, he denied the benefits of, or he otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Indiana Department of Transportation, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations, a copy of which is attached.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal Aid Transportation Program:

1. That the Recipient agrees that each "program" and each "facility as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal Aid Transportation Program and, in adapted form in all proposals for negotiated agreements:

The City of Lafayette, Indiana, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all

bidden that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full 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. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clauses of Appendix B of this assurance, 'as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under Federal Aid Transportation Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under Federal Aid Transportation.

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 to provide, or is in the form of, personal property, or 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 shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, 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 Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the Federal Aid Transportation Program and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid Transportation Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

Dated 7-10-2025

City of Lafayette, Indiana

by Tony Roswarski

Tony Roswarski, Mayor

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 shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The Contractor, with regard to the work performed by it during the contract, shall 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 shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) Solicitations for Subcontractors, 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 shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Lafayette or the Indiana Department of Transportation (INDOT) or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the City of Lafayette, or the Indiana Department of Transportation or the Federal Highway Administration as appropriate and shall set forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the City of Lafayette shall impose such contract sanctions as it or Indiana Department of Transportation or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies, and/or

(b) cancellation, termination or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontractor procurement as the City of Lafayette or the Indiana Department of Transportation or Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the City of Lafayette to enter into such litigation to protect the interests of the City of Lafayette, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

A. The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

(GRANTING CLAUSE)

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the City of Lafayette will accept Title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code of Federal Regulations, the Regulations for the Administration of Federal Aid Transportation Program and the policies and procedures prescribed by Indiana Department of Transportation or Federal Highway Administration and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) 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 City of Lafayette all the right, Title and interest of the 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 City of Lafayette 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 shall be binding on the City of Lafayette, its successors and assigns.

The City of Lafayette, 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 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 with regard to any facility located wholly or in part on over or under such lands hereby conveyed [,] [and]* (2) that the City of Lafayette shall 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, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations

may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the 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 effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the City of Lafayette pursuant to the provisions of Assurance 6(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his 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 in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, City of Lafayette shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deed.]*

That in the event of breach of any of the above nondiscrimination covenants, City of Lafayette shall have the right to reenter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of City of Lafayette and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by City of Lafayette pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his 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 shall be excluded from participation in, denied the benefits of, or he 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 shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations. Department of Transportation, SubTitle A, Office of the Secretary. Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, City of Lafayette shall have the right to terminate the [license, lease, permit, etc.] and to reenter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, City of Lafayette shall have the right to reenter said land and facilities there-on, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of City of Lafayette and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

EXHIBIT 4

City of Lafayette Title VI Notice to the Public



CITY OF LAFAYETTE NOTICE OF NONDISCRIMINATION UNDER THE AMERICANS WITH DISABILITIES ACT (ADA)

The City of Lafayette prohibits discrimination in all its municipal programs, services, activities, and facilities. In accordance with Title VI of the Civil Rights Act of 1964 and other applicable federal and state laws, the City ensures that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, sex, age, disability, or Limited English Proficiency (LEP).

The City also provides additional protections under its policies and applicable state laws, including those based on sexual orientation and income status.

The City of Lafayette is committed to providing meaningful access to all programs and services and complies with: Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act of 1990, as amended.

Employment: The City does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations disseminated by the U.S. Equal Employment Opportunity Commission under the Americans with Disabilities Act (ADA).

Communication: The City will generally, upon request, provide appropriate auxiliary aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services and activities including documents in alternative formats, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City will make all reasonable modifications to policies and procedures to ensure people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. The City will not impose unnecessary eligibility standards or rules that deny individuals with disabilities the opportunity to participate in service, programs or activities.

Surcharges: The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs or other adaptive mobility devices.



Physical Barriers: The City will act in good faith to provide access to its buildings and facilities to individuals with disabilities. The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Accommodation Requests and Grievances: Any person who needs an auxiliary aid or service should contact the City's ADA Compliance Coordinator as soon as possible but no later than 48 business hours before the scheduled event. Complaints that a City program, service, activity or facility is not accessible to persons with disabilities should be directed to the City's ADA Compliance Coordinator.

ADA Compliance Coordinator
City of Lafayette
Amber Schaefer, HR Director
20 N 6th St.
Lafayette, IN 47901
(p) 765-807-1600
(f) 765-807-1064
hrhelpdesk@lafayette.in.gov

EXHIBIT 5

Title VI Compliance Review Form

Lafayette, Indiana

Title VI Compliance Review Form

Name of Preparer:	Date:
Department:	Phone Number & Email Address:
Data Collection - Do you have a process to collect the following:	
Number of INDOT federally funded projects awarded during the past two years. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the number by year for the past two years below: If no, explain why below:	
Number of Title VI complaints received for the past three years. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the number received by year for the past three years below: If no, explain why below:	
Attendance at public meetings/hearings tracked and broken down by ethnicity, race, gender and disability. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the attendance statistics for last year below: If no, explain why below:	
Statistical data collected on ethnicity, race, gender and disability for communities impacted by construction projects. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the data collected below for the past year: If no, explain why below:	

Name of Preparer:	Date:
-------------------	-------

Do you have a Limited English Proficiency (LEP) in place?

Yes No

If yes, provide the number of LEP persons requesting service below:

If no, explain why below:

Policies, Procedures and Processes:

Do you and your staff understand the Title VI Policy and Procedure guidelines set in place for the City?

Yes No

If no, explain why below:

Statistical data collected on ethnicity, race, gender and disability for all right-of-way relocates.

Yes No

If yes, provide the data collected below for the past year:

If no, explain why below:

Do you have proof of public dissemination of the Title VI Policy or Policy Statement?

Yes No

If yes, provide dates and/or copies of the dissemination (i.e. newspaper, website, etc.).

If no, explain why below:

Name of Preparer:	Date:
-------------------	-------

Training:

Have you and your staff received Title VI training (formal or informal)?

Yes No

If no, explain why below:

EXHIBIT 6

External Complaint of Discrimination



City of Lafayette Title VI Complaint Procedure

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities that receive Federal financial assistance (See 23 CFR Part 200 and 49 CFR Part 21).

Who is eligible to file a Title VI complaint?

The Federal Highway Administration (FHWA) requires that City of Lafayette report Title VI discrimination complaints. Anyone who believes they have been excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any City of Lafayette program or activity because of their race, color, or national origin may file a Title VI complaint.

Discrimination includes lack of access, harassment, retaliation and disparate impacts from a program or activity. Harassment includes a wide range of abusive and humiliating verbal or physical behaviors. Retaliation includes intimidating, threatening, coercing, or engaging in other discriminatory conduct against anyone because they filed a complaint or otherwise participated in a discrimination investigation.

How do you file a complaint?

Title VI complaints must be filed within 180 days from the last date of the alleged discrimination unless the time for filing is extended by the processing agency. Reasonable efforts will be made to assist persons with disabilities, non-English speakers, and others unable to file a written complaint. Complaints should be filed in writing and signed, and may be submitted via mail, email, fax or in person. For assistance in filing a complaint, please contact:

ADA Compliance Coordinator
City of Lafayette
Amber Schaefer, HR Director
20 N 6th St.

Lafayette, IN 47901
(p) 765-807-1600
(f) 765-807-1064
hrhelpdesk@lafayette.in.gov

Complaints may also be filed directly with the following agencies:

Indiana Department of Transportation

Title VI Coordinator/ Program Manager
100 N. Senate, Room N758
Indianapolis, IN 46204
Email address: AccessForAll@indot.in.gov

Indiana Division Federal Highway Administration

575 N. Pennsylvania Street
Room 254
Indianapolis, IN 46204
Phone: (317) 226-7475

Federal Highway Administration Headquarters - Office of Civil Rights

1200 New Jersey Avenue, SE HCR-40, Room E81-101
Washington, DC 20590
202-366-0693 or Fax: 202-366-1599
TTY: 202-366-5751

What happens after a complaint is filed?

The City of Lafayette must forward any Title VI complaint related to a Federal-aid highway program to the Indiana Department of Transportation (INDOT) within three (3) business days. INDOT will then forward the Title VI complaint to the appropriate FHWA Division Office for further processing.

Once a Title VI complaint is received, the City of Lafayette will log the complaint information in its records. After forwarding the complaint to INDOT, The City of Lafayette will provide the complainant with the name and contact information of the INDOT employee responsible for coordinating the complaint.

FHWA Headquarters Office of Civil Rights (HCR) will determine whether a Title VI complaint is accepted or dismissed, as well as whether FHWA or INDOT will investigate the complaint. FHWA

HCR will notify the complainant, as well as appropriate agencies, of its decision. For more information, please visit the FHWA website at:
https://www.fhwa.dot.gov/civilrights/programs/title_vi/titleviqa.cfm.

Complainants are encouraged, but not required, to use the following complaint form when filing a complaint with the City of Lafayette or INDOT. At a minimum, each complaint should contain a written explanation of the alleged discrimination, complainant's contact information, the basis of the complaint (e.g., race, color, national origin), the names of specific individuals or agencies involved, sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives Federal financial assistance, and date(s) of the alleged discrimination.



**CITY OF LAFAYETTE
TITLE VI CIVIL RIGHTS COMPLAINT FORM**

Section I:

Name: _____

Address: _____

Phone Number: _____

E-mail Address: _____

Section II:

Are you filing this complaint on your own behalf? Yes _____ No _____

(If you answered "yes" to this question, go to Section III)

If not, please supply the name and relationship of the person for whom you are completing it for:

Name: _____

Relationship: _____

Please explain why you have completed this complaint for a third party:

Please confirm you have obtained the permission of the aggrieved party if you are filing on behalf of a third party. Yes _____ No _____

Section III:

What is the basis of your complaint?

Race _____ Color _____ National Origin _____ Sex _____ Age _____

Disability _____ Religion _____ Low Income Status _____

Limited English Proficiency _____

Have you filed this complaint with any other agency? YES _____ No _____

If yes, please provide the name of the other agency: _____

Have you filed a lawsuit regarding this complaint? YES _____ No _____

*If litigation is pending regarding same issues or a complaint has been filed with another agency, we may defer to the decisions of the Court or other agency.

Section IV:

Complaint is against: _____

Contact Person: _____ Title: _____

Telephone Number: _____

Date of alleged discrimination: _____

Please attach additional information describing your complaint for Section IV.

Section V:

Signature: _____ Date: _____

**Your complaint cannot be accepted without a signature*

Completed Complaint form and supporting documentation should be returned via mail, e-mail, fax or in person to:

ADA Compliance Coordinator
City of Lafayette
Amber Schaefer, HR Director
20 N 6th St.
Lafayette, IN 47901
(p) 765-807-1600
(f) 765-807-1064
hrhelpdesk@lafayette.in.gov

EXHIBIT 7

City of Lafayette Complaint Log

EXHIBIT 8

Voluntary Title VI Public Involvement Survey



CITY OF LAFAYETTE

Voluntary Title VI Public Involvement Survey

The City of Lafayette is committed to ensuring that no person is excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, sex, age, disability, low income status, or limited English proficiency as provided by Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities.

The following voluntary survey helps us comply with Title VI and meet federal reporting requirements. The information is anonymous and used solely for monitoring purposes. Participation is voluntary and not required to attend this meeting or provide comments.

Please return the completed form to:
City of Lafayette ADA Compliance Coordinator
Amber Schaefer
HR Director
20 N 6th St.
Lafayette, IN 47901
(p) 765-807-1600
hrhelpdesk@lafayette.in.gov

Date of Public Involvement Activity: _____

Meeting/Location/Event: _____

Please check the appropriate box for each question below:

1. Gender:

- Male
- Female
- Prefer not to answer

2. Ethnicity: (Check one)

- Hispanic or Latino
- Not Hispanic or Latino
- Prefer not to answer



3. Race: (Check all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Two or More Races
- Prefer not to answer

4. Age:

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75+
- Prefer not to answer

5. Do you have a disability?

- Yes
- No
- Prefer not to answer

6. Do you require language assistance services?

- Yes
- No
- Prefer not to answer

EXHIBIT 9

Limited English Proficiency (LEP)



CITY OF LAFAYETTE
LIMITED ENGLISH PROFICIENCY (LEP) POLICY

The City of Lafayette (“City”) is committed to ensuring persons with Limited English Proficiency (LEP) have meaningful access to and equal opportunity to participate in the City’s services, activities, and programs. The City will take reasonable steps to provide timely and effective language assistance to ensure Limited English Proficiency (LEP) individuals can fully benefit from City services, activities, programs and other benefits. This policy is consistent with Title VI of the Civil Rights Act of 1964 and its implementing regulations, which prohibit discrimination based on national origin.

Recognizing the diversity of languages spoken in the community, the City adheres to guidance from the United States Department of Justice (USDOJ) in determining appropriate measures for language access. This includes consideration of the following four factors:

1. Number of Proportion of LEP Individuals to be served by the City’s programs, services or activities
2. Frequency of Contact with the City’s programs services or activities
3. Nature and Importance of the City’s program, service or activities
4. Resources Available to the City and the costs of providing language services

Decisions regarding which documents require translation, when oral interpretation is necessary, and whether such services must be immediately available are informed by these factors. The City will strive to ensure that language assistance services are appropriate, effective, and consistent with federal guidance, thereby upholding the principles of equity and inclusion in public service. This flexible approach helps ensure languages services are targeted effectively and efficiently, based on actual community needs and available capacity.

LANGUAGE ASSISTANCE SERVICES

The City provides several types of language assistance, including both oral interpretation and written translation. The appropriate type of assistance will depend on the circumstances of the encounter, the needs of the LEP individual and the Four-Factor analysis. The City recognizes that some City employees may be able to assist individuals with LEP when appropriate and within the scope of their duties, bilingual staff may provide informal language assistance to help facilitate communication. To ensure accuracy in more complex or critical interactions, such as legal matters, the City may use qualified interpreters or professional language assistance services, including a Language Line Program. City departments are encouraged to maintain an accurate list of bilingual employees who are willing to assist in specific language interpretation, ensure these employees receive basic training on confidentiality, accuracy and sensitivity and refer to Language Line services when a bilingual employee is not available or when the situation requires a certified third party interpreter.

Translation of Documents

The City will identify and prioritize the translation of vital documents- those critical for accessing service services or benefits into language most commonly spoken by LEP populations in the community. Translations may be provided in written form or through qualified interpreters, depending on context and need.

Note Takers

To request a note taker at least 48 business hour notice must be made to:

ADA Compliance Coordinator

City of Lafayette

Amber Schaefer, HR Director

20 N 6th St.

Lafayette, IN 47901

(p) 765-807-1600

(f)765-807-1064

hrhelpdesk@lafayette.in.gov

Braille and Large Print Materials

SeeWriteHear, LLC

7303 E. Earl Drive, Suite 100

Scottsdale, AZ 85251

(p) 480-696-1869

(f) 480-696-1912

In person Interpreters for the Deaf:

Indiana Interpreting Agencies

<https://www.in.gov/health/cdhhe/files/Indiana-Interpreting-Agencies.pdf>

Telecommunication TTY

Relay Indiana

Dial 711 if in Indiana

Dial 800-743-3333 to connect to Relay Indiana from anywhere

Language Identification Flashcard (ISpeak)

Physical copies of the Language Identification Flashcard shall be available to all City employees to assist with providing timely LEP services to individuals participating in City services, activities and programs.

2004 Census Test		United States Census 2010
LANGUAGE IDENTIFICATION FLASHCARD		
<input type="checkbox"/>	ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.	1. Arabic
<input type="checkbox"/>	Խոսո՞ւմ ե՞սք նշում կատարե՞ք այս բանաձևում, կի՞նք խոսում կամ կարճում եք հայերեն:	2. Armenian
<input type="checkbox"/>	যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।	3. Bengali
<input type="checkbox"/>	ឈ្មួចញ៉ាត់ក្នុងប្រអប់នេះ បើអ្នកនិយាយភាសា ខ្មែរ ។	4. Cambodian
<input type="checkbox"/>	Motka i kakhon ya yangin untungnu' manaitai pat untungnu' kumentos Chamorro.	5. Chamorro
<input type="checkbox"/>	如果你能读中文或讲中文，请选择此框。	6. Simplified Chinese
<input type="checkbox"/>	如果你能讀中文或講中文，請選擇此框。	7. Traditional Chinese
<input type="checkbox"/>	Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.	8. Croatian
<input type="checkbox"/>	Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.	9. Czech
<input type="checkbox"/>	Kruis dit vakje aan als u Nederlands kunt lezen of spreken.	10. Dutch
<input type="checkbox"/>	Mark this box if you read or speak English.	11. English
<input type="checkbox"/>	اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید.	12. Farsi

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Economic and Statistics Administration
U.S. CENSUS BUREAU

- | | | |
|--------------------------|--|--------------------|
| <input type="checkbox"/> | Cocher ici si vous lisez ou parlez le français. | 13. French |
| <input type="checkbox"/> | Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen. | 14. German |
| <input type="checkbox"/> | Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά. | 15. Greek |
| <input type="checkbox"/> | Make kazyè sa a si ou li oswa ou pale kreyòl ayisyen. | 16. Haitian Creole |
| <input type="checkbox"/> | अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ। | 17. Hindi |
| <input type="checkbox"/> | Kos lub voj no yog koj paub twm thiab hais lus Hmoob. | 18. Hmong |
| <input type="checkbox"/> | Jelölje meg ezt a kockát, ha megérti vagy beszél a magyar nyelvet. | 19. Hungarian |
| <input type="checkbox"/> | Markaam daytoy nga kahon no makabasa wenna makasaoka iti Ilocano. | 20. Ilocano |
| <input type="checkbox"/> | Marchi questa casella se legge o parla italiano. | 21. Italian |
| <input type="checkbox"/> | 日本語を読んだり、話せる場合はここに印を付けてください。 | 22. Japanese |
| <input type="checkbox"/> | 한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오. | 23. Korean |
| <input type="checkbox"/> | ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກົດພາສາລາວ. | 24. Laotian |
| <input type="checkbox"/> | Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim. | 25. Polish |

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Economic and Statistics Administration
U.S. CENSUS BUREAU

<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้ทำเครื่องหมายในช่องนี้ถ้าท่านอ่านหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish

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Free Online Translation Tools

RWS- Translation provider of technology-enabled language, content, and intellectual property services.

Babel Fish Text Translation- Translation available between English and Chinese, Dutch, French, German, Greek, Italian, Japanese, Korean, Russian, Portuguese and Spanish.

Signing Savvy- A sign language dictionary containing several thousand high resolution videos of ASL signs, fingerspelled words and other common signs.

Word2Word- Directory of translation services.

imTranslator- Translation of text in 60 different languages.

Google Translate- Text or document translation in 80 different languages.

Babylon-Translation of text in 30 different languages.

Language Line Services

To facilitate communication in real-time, the City can also access a for a fee Language Line Program, which provides on-demand telephone interpretation services in over 240 languages and sign language services. This resource is available to City staff during public interactions, when bilingual employees or other free translation tools are not available, to ensure that LEP individuals can access services without delay. All departments are trained on how to access and use this service.

1. Identify the need for LEP services and utilize ISpeak cards to verify language required;
2. Contact Language Line Solutions by phone 888-809-9088;
3. Enter the City's unique 8 digit PIN: 27040957 (*this PIN is for City employees conducting City business only and not for personal use, abuse of this program will result in disciplinary action, up to and including termination of employment*);
4. At the recorded prompt, state the language interpretation desired (e.g. French), if requesting sign language, the call will need to be completed from a device capable of providing screen time to the LEP participant;
5. At the conclusion of the Language Line Solutions service, the employee shall email hrhelpdesk@lafayette.in.gov so the LEP service is recorded appropriately.

Employee Training and Responsibilities

Employees who regularly interact with the public will receive training on this policy, including to help them understand their legal obligations under Title VI, how to identify LEP individuals, how to access interpretation services when an in person translator is unavailable, and how to request written translations when appropriate. Supervisors are responsible for ensuring Language Line Solutions access procedures are followed and that staff have the tools and resources they need.

Public Notification

The City will inform the public about the availability of free language assistance services through multiple methods, including posting multilingual signage (below) in public-facing areas of City buildings, such as lobbies and reception desks. Signage will inform the public that language assistance is available upon request. Notices will be included on the City's website including a statement in the most common non-English languages. Employees will access ISpeak cards to help identify the preferred language of LEP individuals.

Multilingual Signage

General multilingual signage should be posted for public view in public-facing areas of City buildings, such as lobbies and reception desks.

Need Language Help?

We offer language assistance services. Please let us know if you need an interpreter or translated documents.

Servicios de asistencia lingüística disponibles gratuitamente. Por favor, infórmenos si necesita un intérprete o documentos traducidos. (Spanish)

Chúng tôi cung cấp dịch vụ hỗ trợ ngôn ngữ miễn phí. Xin vui lòng cho chúng tôi biết nếu quý vị cần thông dịch viên hoặc tài liệu đã được dịch. (Vietnamese)

提供免費語言協助服務。如需口譯或翻譯文件，請告知我們。 (Traditional Chinese)

Nous offrons des services d'aide linguistique gratuits. Veuillez nous informer si vous avez besoin d'un interprète ou de documents traduits. (French)

ہم مفت لسانی امدادی خدمات فراہم کرتے ہیں۔ اگر آپ کو ترجمان یا ترجمہ شدہ دستاویزات کی ضرورت ہو تو براہ کرم ہمیں بتائیں۔ (Urdu)

Monitoring and Evaluation

The City will periodically assess the effectiveness of its LEP policy and services by tracking the frequency and type of language assistance provided, soliciting feedback from employees and the public regarding LEP services received. LEP services will be adjusted based on a recognized community need and feedback received.

The City values the diversity of its residents and is committed to removing language barriers that prevent full access to public services. By implementing this policy and providing meaningful language access, the City promotes equity, inclusion, and compliance with federal civil rights laws.

EXHIBIT 10

United States Census Language Identification Card

LANGUAGE IDENTIFICATION FLASHCARD

- | | |
|--|-------------------------------|
| <input type="checkbox"/> <p>ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.</p> | <p>1. Arabic</p> |
| <input type="checkbox"/> <p>Խոսողո՞ւմ ե՞նք նշո՞ւմ կատարե՞ք այս քանակո՞ւսում, եթե խոսո՞ւմ կա՞մ կարո՞ւմ ե՞ք հայերեն:</p> | <p>2. Armenian</p> |
| <input type="checkbox"/> <p>যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।</p> | <p>3. Bengali</p> |
| <input type="checkbox"/> <p>ល្អបញ្ជាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។</p> | <p>4. Cambodian</p> |
| <input type="checkbox"/> <p>Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro.</p> | <p>5. Chamorro</p> |
| <input type="checkbox"/> <p>如果你能读中文或讲中文，请选择此框。</p> | <p>6. Simplified Chinese</p> |
| <input type="checkbox"/> <p>如果你能讀中文或講中文，請選擇此框。</p> | <p>7. Traditional Chinese</p> |
| <input type="checkbox"/> <p>Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.</p> | <p>8. Croatian</p> |
| <input type="checkbox"/> <p>Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.</p> | <p>9. Czech</p> |
| <input type="checkbox"/> <p>Kruis dit vakje aan als u Nederlands kunt lezen of spreken.</p> | <p>10. Dutch</p> |
| <input type="checkbox"/> <p>Mark this box if you read or speak English.</p> | <p>11. English</p> |
| <input type="checkbox"/> <p>اگر خواندن و نوشتن فارسي بلد هستيد، اين مربع را علامت بنيد.</p> | <p>12. Farsi</p> |

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	13. French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	14. German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	15. Greek
<input type="checkbox"/>	Make kazye sa a si ou li oswa ou pale kreyòl ayisyen.	16. Haitian Creole
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ।	17. Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	18. Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérte vagy beszéli a magyar nyelvet.	19. Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	20. Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	21. Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	22. Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	23. Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	24. Laotian
<input type="checkbox"/>	Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim.	25. Polish

<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish

EXHIBIT 11

**Consultant / Contractor Title VI Audit
Questionnaire**

Title VI Compliance Checklist – Use Guidance

Use the following guide to determine which version of the Title VI checklist should be used for contractors and consultants working on City of Lafayette projects.

Federal Funding Involved?

- YES → Use the ****Title VI Contractor/Consultant Compliance Checklist**** (Required)
- NO → Use the ****Voluntary Nondiscrimination Compliance Checklist**** (Optional, Best Practice)

Summary Table

Funding Type	Checklist Required	Purpose
Federal (via INDOT or other agencies)	Yes	Ensure legal compliance with Title VI laws.
Local or State only (non-federal)	No (Optional)	Promote consistency and good public practice.

If unsure whether a project includes federal funding, contact the Title VI Coordinator or Engineering Department.

Title VI Contractor/Consultant Compliance Checklist

All consultants and contractors performing work for the City of Lafayette on federally funded projects must comply with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities. The following checklist should be completed annually or prior to contract execution to document compliance.

Contractor/Consultant Information

Company Name: _____

Contact Person: _____

Title: _____

Phone/Email: _____

Project Name/Description: _____

Date: _____

Compliance Checklist

Please check each item to confirm compliance:

- We have a written Title VI Nondiscrimination Policy.
- We prominently display the 'It's the Law' Title VI poster at our office and project sites.
- We have procedures in place for handling and tracking Title VI complaints.
- We provide Title VI training to staff.
- We include Title VI language and assurances in subcontracts and solicitations.
- We do not discriminate in hiring, promotion, or subcontracting.
- We can provide records of our public outreach efforts, if applicable.
- We are prepared to provide access to LEP persons and make reasonable accommodations for individuals with disabilities.

Signature: _____

Name and Title: _____

Date: _____

Voluntary Nondiscrimination Compliance Checklist (Local Projects)

This simplified checklist may be used for locally funded projects to promote consistency and demonstrate the City of Lafayette's commitment to nondiscrimination. It is not required by federal law but reflects best practices.

Contractor/Consultant Information

Company Name: _____

Contact Person: _____

Title: _____

Phone/Email: _____

Project Name/Description: _____

Date: _____

Voluntary Checklist

- We have a nondiscrimination policy and strive to provide equal opportunity in all aspects of our work.
- We are committed to treating all individuals fairly, regardless of race, color, national origin, or other protected status.
- We understand and support the City of Lafayette's values regarding access, fairness, and inclusion.

Signature: _____

Name and Title: _____

Date: _____

EXHIBIT 12
Title VI Committee

Title VI Committee Members

The Title VI Committee serves as a vital mechanism for ensuring the City of Lafayette complies with Title VI of the Civil Rights Act of 1964 and related nondiscrimination requirements. Comprising representatives from various city departments, the committee works to ensure that all residents have equitable access to programs, services, and activities—regardless of race, color, or national origin.

Committee members are responsible for monitoring compliance, identifying and addressing barriers to access, and promoting inclusive practices across the City. In addition, each member plays a key role in communicating important updates and action items from the committee back to their respective departments. They also ensure that appropriate Title VI training is delivered within their departments, helping embed nondiscrimination principles into day-to-day operations. Through this work, the Title VI Committee upholds the City’s commitment to fairness, transparency, and equal opportunity for all.

Current Title VI Committee Members:

Amber Schaefer, HR	Jacque Chosnek, Legal
Jason Kaminsky, IT	Jason Pierce, Facilities
Cindy Murray, City Clerk	Jameson Blacker, Fire
Dennis Carson, Community Dev	Garrett Gaskins, Parks and Rec
Jeromy Grenard, Engineering	Arielle Humphrey, UBO
Tim Leming, Street/San/Fleet	Nick Standefer, Traffic
Joe Davenport, Water	Mindy Miller, Clerk
Controller	Renew
John Withers, Parking	Police
Communications & Marketing	Purchasing
Lafayette Housing Authority	ACO

Title VI Coordinator
 Jeromy Grenard, PE
 City Engineer
 20 N 6th Street
 Lafayette, IN 47901

ADA Compliance Coordinator
 Amber Schaefer
 HR Director
 20 N 6th Street
 Lafayette, IN 47901

EXHIBIT 13

Title VI Goals and Accomplishments

(2024 Goals and Accomplishments to be added at a later date)