



*A Place To Call Home*

City of Henderson  
TITLE VI Implementation Plan  
January 12, 2021

## Contents

Executive Summary .....	3
1. Jurisdiction and Authorities .....	4
2. Introduction to City of Henderson .....	5
2.1 Organizational Structure.....	5
3. General Reporting Requirements .....	7
3.1 Annual Title VI Certification and Assurance .....	7
3.2 Title VI Program Plan .....	7
3.2.1 Policy Statement .....	7
3.2.2 Organization & Staffing.....	7
3.2.3 Program Area Reviews.....	8
3.2.4 Special Emphasis Program Areas .....	9
3.2.5 Contractor, Consultant, and Vendor Reviews .....	9
3.2.6 Data Collection .....	9
3.2.7 Training .....	10
3.2.8 Complaint Procedures .....	10
3.2.9 Dissemination of Title VI Information .....	11
3.2.10 Limited English Proficiency (LEP) and Language Assistance Plan (LAP) .....	11
3.2.11 Environmental Justice (EJ) .....	12
3.2.13 Review of Directives .....	14
3.2.14 Compliance & Enforcement Procedures .....	14
ATTACHMENT A .....	15
APPENDIX A.....	18
APPENDIX B.....	19
APPENDIX C.....	20
APPENDIX D.....	21
APPENDIX E.....	22
ATTACHMENT B .....	23
TITLE VI POLICY STATEMENT .....	23
ATTACHMENT C – ORG CHART .....	24
ATTACHMENT D – TITLE VI COMPLAINT PROCEDURES.....	25
City of Henderson Title VI Complaint Form – English.....	27
City of Henderson - Título VI Denuncia Forma - Español .....	29
City of Henderson - Porma ng Reklamo ng Pamagat VI – Tagalog .....	31
City of Henderson - Biāotí VI tóusù biǎo– Chinese.....	33
ATTACHMENT E – Notice to the Public.....	35
ATTACHMENT F – Four Factor Analysis .....	36
ATTACHMENT G – TITLE VI Training Report .....	37

## Executive Summary

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. Specifically, Title VI provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance (42 U.S.C. Section 2000d).

The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all programs and activities of Federal-aid recipients, and or contractors whether those programs and activities are Federally funded or not.

In 2000, Executive Order 13166 placed renewed emphasis on Title VI issues, to ensure meaningful and equal access in programs and activities to persons with Limited English Proficiency (LEP).

Recipients of public transportation funding from Federal Highway Administration (FHWA), Federal Motor Carrier Safety Administration (FMCSA), and the Nevada Department of Transportation (NDOT), are required to develop policies, programs, and practices that ensure Federal Transit dollars are used in a manner that is nondiscriminatory as required under Title VI.

This document details how the City of Henderson incorporates nondiscrimination policies and practices in providing services to the public.

## 1. Jurisdiction and Authorities

The City of Henderson is a recipient or subrecipient of US Department of Transportation (USDOT) funding, and other federal funding, through funding assistance and is therefore subject to the Title VI compliance conditions associated with the use of these funds pursuant to the following:

### NONDISCRIMINATION STATUTES

- Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq);
- Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 USC 324);
- Age Discrimination Act of 1975;
- Section 504 of the Rehabilitation Act of 1973;
- Americans With Disabilities Act of 1990;
- Civil Rights Restoration Act of 1987;
- 49 CFR Part 21;
- 23 CFR Part 200;
- USDOT Order 1050.2;
- Executive Order #12898 (Environmental Justice);
- Executive Order #13166 (Limited-English-Proficiency);
- The Americans with Disabilities Act (42 USC 126)
- Title II of the Americans with Disabilities Act Implementing Regulation (28 CFR 35)
- Section 504 of the Rehabilitation Act of 1973 (29 USC 794, et seq).
- Section 504 of the Rehabilitation Act of 1973 Implementing Regulation 49 CFR 27
- Americans with Disabilities Act Accessibility Guidelines (ADAAG)
- Public Rights-of-Way (PROWAG) Notice of Proposed Rule Making, July 26, 2011
- Uniform Federal Accessibility Standards (UFAS)
- Title VII of the Civil Rights Act of 1964, as amended  
(<http://www.eeoc.gov/laws/statutes/titlevii.cfm>)
- The Age Discrimination in Employment Act of 1967, as amended  
(<http://www.eeoc.gov/laws/statutes/adea.cfm>)
- The Equal Pay Act of 1963 (<http://www.eeoc.gov/laws/statutes/epa.cfm>)
- Sections 501 and 505 of the Rehabilitation Act of 1973, as amended  
(<http://www.eeoc.gov/laws/statutes/rehab.cfm>)
- The Genetic Information Nondiscrimination Act of 2008  
(<http://www.eeoc.gov/laws/statutes/gina.cfm>)
- The Civil Rights Act of 1991 (<http://www.eeoc.gov/laws/statutes/cra-1991.cfm>)
- Title 29, Code of Federal Regulations, Part 1614 (<http://www.eeoc.gov/federal/directives/1614-final.cfm>)
- No Fear Act (<https://www.transportation.gov/civil-rights/civil-rights-awareness-enforcement/no-fear-act>)
- 23 CFR 230, Subpart C

## 2. Introduction to City of Henderson

### 2.1 Organizational Structure

The City of Henderson is a direct recipient and sub-recipient of financial assistance from Federal Aid programs. As such, the City of Henderson is required to comply with various nondiscrimination laws and regulations, including Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964 forbids discrimination against anyone in the United State because of race, color, or national origin by any agency receiving federal funds. The Federal Aid Highway Act of 1973 added the requirement that there be no discrimination on the grounds of sex. The Civil Rights Restoration Act of 1987 defines the word “program” to make clear that **discrimination is prohibited throughout an entire agency if any part of the agency receives federal financial assistance.**

The City of Henderson provides many services to its residents and businesses including but not limited to; parks, streets, trail maintenance, drainage, streetlights, snow removal, events, a regional provider of water, as well as general maintenance.

The City of Henderson was incorporated in April 1953. The City of Henderson utilizes Federal assistance funding programs to serve the community of Henderson. The City of Henderson works to secure continued funding in the implementation of municipal services that promote growth of the community, excellent government services, and to excel at meeting public needs.

The City of Henderson is represented by a Mayor and four (4) elected city council members. The ethnic percentage of city council members include: 100% Caucasian.

City of Henderson	City Mayor
SEAT 1	Council member, Ward One
SEAT 2	Council member, Ward Two
SEAT 3	Council member, Ward Three
SEAT 4	Council member, Ward Four

The Mayor and City Council established the vision, strategic plan, policies, and goals for the City. As the legislative body, the City Council is responsible for establishing the laws, policies, and guideline under which the City of Henderson operates and approving how the City’s funds will be expended. The Mayor is responsible for supervising the general affairs of the City.

The City Manager reports to the Mayor and City Council and has primary responsible for providing leadership and policy guidance to department directors and ensuring that vision, strategic plan and goals of the Mayor and City Council are implemented and met. This individual performs the professional and administrative processes necessary to achieve the efficient and economic operation of the City; ensures the financial security of tax dollars by monitoring the overall fiscal activity of the city; and assists elected officials in establishing policy and long-term goals.

The City of Henderson has a designated Title VI Coordinator to develop and oversee the City's Title VI plan, ensure the plan meets federal requirements, update the plan as regulations change, monitor compliance, receive complaints, and submit appropriate reports.

The City of Henderson's Title VI Coordinator reports to the City Manager and is responsible for initiating and monitoring Title VI activities, preparing required reports, and other responsibilities as required by Title 23 Code of Federal Regulations ("CFR") Part 200, and Title 49 CFR Part 21.

### **3. General Reporting Requirements**

#### 3.1 Annual Title VI Certification and Assurance

##### **Requirement**

Federally assisted subrecipients must submit an annual Title VI certification and assurance as part of their Annual Certifications and Assurances submission to NDOT 23 CFR § 200.9 (a).

##### **Reporting**

The City of Henderson has submitted the required annual Title VI certification and assurance and is attached as ATTACHMENT A.

#### 3.2 Title VI Program Plan

##### **Requirement**

All subrecipients must document their compliance with DOT's Title VI regulations by submitting a Title VI Program Plan to the NDOT annually, and/or upon request. For all recipients (including subrecipients), the Title VI Program Plan must be approved by the recipient's board of directors, appropriate governing entity, or officials responsible for policy decisions prior to submission.

##### **Reporting**

The City of Henderson has completed the required elements and documentation for the Title VI Program, has formalized the plan, included all attachments, and have submitted it to NDOT.

##### 3.2.1 Policy Statement

##### **Requirement**

All subrecipients must include a Title VI policy statement as part of their Title VI Plan.

##### **Reporting**

The City of Henderson has submitted the required Title VI Policy Statement as part of their plan and is attached as ATTACHMENT B.

##### 3.2.2 Organization & Staffing

##### **Requirement**

All subrecipients must include a description of their staffing and reporting structure, and an organizational chart as part of their Title VI Plan.

##### **Reporting**

Under the authority of the City of Henderson's City Manager, the City of Henderson's Grants Administrator, Leslie Nix, will serve as the Title VI Coordinator and be responsible for ensuring implementation of the agency's Title VI program.

The Title VI Coordinator and staff are responsible for coordinating the overall administration of the Title VI program, plan, and assurances, including complaint

handling, data collection and reporting, annual review and updates, and internal education.

Title VI Coordinators Responsibilities include but not limited to:

- Process the disposition of Title VI complaints received.
- Collect statistical data (race, color or national origin) of participants in and beneficiaries of agency programs, (e.g., affected citizens, and impacted communities).
- Conduct annual Title VI reviews of agency to determine the effectiveness of program activities at all levels.
- Conduct training programs on Title VI and other related statutes for agency employees.
- Prepare a yearly report of Title VI accomplishments and goals, as required.
- Develop Title VI information for dissemination to the general public and, where appropriate, in languages other than English.
- Identify and eliminate discrimination.
- Establish procedures for promptly resolving deficiency status and writing the remedial

action necessary, all within a period not to exceed 90 days.

Leslie Nix, Grants Administrator, administers the Title VI Program and is the designated Title VI Coordinator. As the Title VI Coordinator, she oversees the day-to-day administrative requirements of the City of Henderson's Title VI Program. The Title VI Coordinator also serves as the individual to whom complaints alleging discrimination would be submitted and is responsible for communicating and coordinating with department directors on all activities subject to Title VI, EO 12898, and EO 13166 as well as coordinating training for staff. The Title VI Coordinator is also responsible for working with department liaisons to monitor procedures and practices related to the City of Henderson's projects and services to ensure the programs are operated and the services are provided fairly, equitable, and in a nondiscriminatory manner in accordance with Title VI, EO 12898, and EO 13166. The department liaisons are responsible for providing program activity information to the Title VI Coordinator on an ongoing and timely basis.

**The organizational chart does address to whom Leslie reports to and shows she has access to the agency's highest authority and is attached as ATTACHMENT C.**

### 3.2.3 Program Area Reviews

#### **Requirement**

All subrecipients must include a description of their review/oversight process as part of their Title VI Plan.

#### **Reporting**

Each year the Title VI Coordinators will review the agency's Title VI program to ensure implementation of the Title VI plan in all areas of the organization to ensure nondiscrimination. In addition, they will review agency operational guidelines and publications, including those for contractors, to verify that Title VI language and provisions are incorporated, as appropriate.



### 3.2.4 Special Emphasis Program Areas

#### **Requirement**

All subrecipients must include a statement that all Special Emphasis Program Areas are designated by a USDOT Modal Agency as part of their Title VI Plan.

#### **Reporting**

Special Emphasis Program Areas are identified by the Federal Transit Administration. No such Special Emphasis Program Area has been identified.

### 3.2.5 Contractor, Consultant, and Vendor Reviews

#### **Requirement**

All subrecipients must include a process to review their contractors, consultants, or vendors as part of their Title VI Plan.

#### **Reporting**

The City of Henderson is committed to nondiscrimination in all forms. Department Directors and liaisons in each service area are responsible for familiarizing themselves with the requirements of Title VI, EO 12898, and EO 13166, and for ensuring that departmental contractors, consultants, and vendors are complying with the requirements of the City of Henderson's Title VI Program. They are responsible to promptly report issues or complaints concerning Title VI and related statutes to the Title VI Coordinator and for assisting the Title VI Coordinator in his efforts to implement all requirements, internally and externally. They are also responsible for coordinating with the Title VI Coordinator on any proposed changes to operating procedures, instructional memoranda, policies, and manuals, etc. that relate to Title VI.

### 3.2.6 Data Collection

#### **Requirement**

Federally assisted recipients, including subrecipients, are required to collect and maintain statistical data by race, color, national origin, and sex of affected communities, and participants and beneficiaries of federal aid. (49CFR 21.9 and 23 CFR 200.9)

#### **Reporting**

The City of Henderson is guided by the Federal regulations to collect statistical data on the race, color, and national origin of participants in and beneficiaries of its programs. As required, the City of Henderson will collect appropriate data during acquisition and relocating process as needed and will provide opportunity for participants at public meetings to provide associated data, as necessary. This information will be retained per the federal document retainage period guidelines and will be made available to authorizing agencies during reviews.

### 3.2.7 Training

#### Requirement

23 CFR 200.9 (b) (9) States that STA's Title VI designee shall be responsible for conducting training programs on Title VI and related statutes. NDOT provides training in Title VI and related programs annually.

NDOT requires all subrecipients to have an approved Title VI Staff Awareness training program in place and given annually. The training must cover Title VI regulations, Title VI elements, and Title VI authorities.

#### Reporting

The City of Henderson has developed a Title VI Staff Awareness training program to be implemented by means of in person/electronic/combination that was approved by NDOT. Supporting data of Title VI Staff Awareness annual training, such as digital logs or sign in sheets, handouts, and content approval by the Nevada Department of Transportation is attached to this document as Attachment G. Title VI Staff Awareness training will be conducted every year.

### 3.2.8 Complaint Procedures

#### Requirement

Federally assisted recipients and subrecipients must develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public upon request. Recipients must also develop a Title VI complaint form, and the form and procedure for filing a complaint shall be available on the recipient's website.

#### Reporting

The City of Henderson is committed to ensuring all its programs and activities are operated in a nondiscriminatory manner and uses a general discrimination complaint form which covers the Title VI requirements of race, color, and national origin. The City of Henderson does not have any Title VI complaints or lawsuits during the reporting period.

Any person who believes that they have been discriminated against on the basis of race, color, or national origin by the City of Henderson, may file a Title VI complaint with the City of Henderson, the Nevada Department of Transportation, or the Federal Highway Administration by completing and submitting the Title VI Complaint Form. The Complaint Form is available at [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI) or in the Finance office and are available in **English, Tagalog, Chinese, and Spanish**. Complaint Procedures and Complaint Forms are attached to this document as **ATTACHMENT D.**

**All Title VI complaints are forwarded to NDOT or to FHWA/FMSCA for investigation within twenty-one (21) days of receipt of complaint.**

Title VI Coordinator  
City of Henderson  
240 S. Water Street

Civil Rights Officer  
NDOT  
123 E. Washington Ave, Bldg G

Civil Right Program Mngr  
U.S. DOT FHWA  
1200 New Jersey Ave, SE

Henderson, NV 89015

(P) (702)267-1700

(F) (702) 267-1702

[TitleVI@cityofhenderson.com](mailto:TitleVI@cityofhenderson.com)

Las Vegas, NV 89101

(P) 702-730-3301

(F) 702-486-0487

[jboyster@dot.nv.gov](mailto:jboyster@dot.nv.gov)

Washington, DC 20590

(P) (202) 366-2513

### 3.2.9 Dissemination of Title VI Information

#### **Requirement**

Primary recipients must assist their subrecipients in complying with DOT's Title VI regulations, including public posting requirements.

All advertising policies and practices must assure free and open competition. This also relates to requirements and practices involving the following:

- Licensing, bonding, prequalification, and bidding
- Title VI, and nondiscrimination assurances regarding race, color, and national origin

#### **Reporting**

Information on the City of Henderson's Title VI program will be disseminated on the agency's website, [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI), in the lobby of any of the City of Henderson's buildings open to the public, to agency employees, contractors, and beneficiaries, available inside of any vehicle operated by the City of Henderson, as well as to the public, at large, according to federal and state laws/regulations. The Title VI program will be available in other languages when needed.

In addition to language access measures, other major components of the Public Participation Plan include public participation design factors; a range of public participation methods to provide information, to invite participation and/or to seek input; examples to demonstrate how population-appropriate outreach methods can be and were identified and utilized; and performance measures and objectives to ensure accountability and a means for improving over time. Notice to the Public of their Title VI rights **is attached as ATTACHMENT E.**

### 3.2.10 Limited English Proficiency (LEP) and Language Assistance Plan (LAP)

#### **Requirement**

Federally assisted recipients must take responsible steps to ensure meaningful access to benefits, services, information, and other important portions of its programs and activities for individuals who are Limited English Proficient (LEP). Recipients must use the information obtained in their Four-Factor Analysis to determine the specific language services that are appropriate to provide.

#### **Reporting**

The City of Henderson is committed to assisting people who do not speak English or do not speak English well. Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English are limited English proficient, or LEP. These individuals may be entitled to language assistance with respect to a particular type of program, service, or activity. This section outlines the LEP protections

and plans for compliance. Title VI and Executive Order 13166 prohibit recipients of federal financial assistance from discrimination based on national origin.

It is the policy of the City of Henderson to take reasonable steps to provide Limited English Proficient individuals with meaningful access to all programs, services, or activities. The City of Henderson shall take reasonable steps to effectively inform the public of the availability of language accessible programs, services, and activities.

City of Henderson, guided by our Four Factor Analysis, has minimal contact throughout the year with LEP persons however, the agency understands the nature and importance of the program, activity, and services to people's lives and will take reasonable steps to promote participation in our program. The agency's Title VI Coordinator will update, evaluate, and monitor the LEP.

City of Henderson utilizes the "I Speak" cards and translation applications to help LEP individuals to access our programs, services, and activities. The cost for this resource is minimal. This will be verified by the department's liaison.

All staff will be provided with the LEP plan and will be educated on procedures and services available. This training will be included in our annual staff awareness training.

All vital documents will be translated into languages as identified by the agency's four-factor analysis and all other languages will be translated upon request.

Following federal guidance, a "four factor analysis" has been completed to understand language need and allocate resources appropriately. **It is attached as ATTACHMENT F.**

### 3.2.11 Environmental Justice (EJ)

#### **Requirement**

All subrecipients must include an Environmental Justice process as part of their Title VI Plan.

#### **Reporting**

In 1994, Executive Order (EO) 12898 Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations was issued. EO 12898 emphasized a federal agency's responsibility to make environmental justice a goal by identifying and addressing the effects of programs, policies and activities on minority and low-income populations. This is accomplished by involving the public in developing transportation projects that fit within their communities without sacrificing equity, environmental justice, and safety. The City of Henderson's Public Works department fulfills this requirement by following the NEPA process. The City of Henderson promotes public participation through ongoing outreach and event organization.

Environmental Justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Fair treatment means (1) that all persons share in the benefits of our investments; and (2) that

no person (including racial, ethnic, or low-income groups) should bear a disproportionate share of the negative consequences resulting from the execution of Federal, State, and local programs and policies. Based on the guidance of the USDOT Order on Environmental Justice as cited in “An Overview of Transportation and Environmental Justice” there are three fundamental principles of environmental justice, and they are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects on minority populations and low-income populations;
- to ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

In accordance with EO 12898 on Environmental Justice and the related US DOT and FHWA Orders, the Department advances the principles of Environmental Justice in all programs, services and activities through a public involvement program and by screening programs and projects to identify, avoid, minimize or mitigate disproportionately high and adverse impacts. Staff members assist with public involvement activities around the city. The transportation planning process requires the City of Henderson to identify planning assumptions under federal law—one of which is to use the most recently published U.S. Census Bureau data in the development of plans and programs.

#### 3.2.12 Public Participation

##### **Requirement**

All subrecipients must include a public participation plan as part of their Title VI Plan.

Federally assisted recipients must also provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded to them by Title VI.

At a minimum, recipients must disseminate this information to the public through measures including a posting on its website, and in public areas of the agency’s office. Furthermore, notices will detail a recipient’s Title VI obligations in languages other than English, as needed and consistent with the DOT LEP Guidance and the recipient’s LAP.

##### **Reporting**

The public outreach strategies employed by the City of Henderson are often determined by the circumstances unique to individual projects and typically include a mix of public hearings, stakeholder meetings, and as information is distributed via the City of Henderson’s website or social media websites, surveys, advertising, media outreach, community events, or targeted presentations. The City of Henderson’s commitment to public participation is based firmly on the belief that public involvement fosters an open decision-making process that elicits active participation from affected individuals, groups, communities, and other public agencies.

### 3.2.13 Review of Directives

#### **Requirement**

All subrecipients must include a process to review internal directives, policies, and procedures for potential Title VI impacts as part of their Title VI Plan.

#### **Reporting**

The City of Henderson has submitted a review of agency directives as part of their Title VI plan. This consisted of review logs outlining the directives the Title VI Coordinator reviewed, and took action, if necessary, to ensure that discriminatory language or implications were absent from any changes in policy, procedures, or new directives.

### 3.2.14 Compliance & Enforcement Procedures

#### **Requirement**

All subrecipients must include compliance and enforcement procedures as part of their Title VI Plan.

#### **Reporting**

The City of Henderson is committed to ensure the required Compliance and Enforcement Procedures. The City of Henderson does utilize contractors, vendors, or consultants. Department Directors and liaisons in each service area are responsible for familiarizing themselves with the requirements of Title VI, EO 12898, and EO 13166, and for complying with the requirements of the City of Henderson's Title VI Program. They have promptly reported any issues or complaints concerning Title VI and related statutes to the Title VI Coordinator. As of this reporting period, no compliance or enforcement procedures have been enacted by the City of Henderson on any of its consultants, contractors, or vendors. The City of Henderson expects, and addresses lack of, nondiscrimination efforts in all business relations. Should noncompliance be found, the City of Henderson shall work with the contactor, consultant, or vendor to come into voluntary compliance. If that is unsuccessful, the City of Henderson shall take additional action to ensure compliance. All procedures for compliance and enforcement outline the agency's commitment to compliance in all Title VI and other non-discrimination areas, such as ADA, DBE, and Contract Compliance.



## ATTACHMENT A

### **The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances**

#### **DOT Order No. 1050.2A**

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

#### **Statutory/Regulatory Authorities**

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

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

#### **General Assurances**

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

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.*

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

#### **Specific Assurances**

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

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Title VI and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"the City of Henderson, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 US.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is 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 will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of




Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

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

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

City of Henderson

DocuSigned by:  
  
by \_\_\_\_\_  
3BD3EEF3DFA349B...  
Richard Derrick, City Manager

DATED 04/29/2021 | 11:06 AM PDT

## APPENDIX A

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

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

## APPENDIX B

### CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

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

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

#### (HABENDUM CLAUSE)

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

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

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

## APPENDIX C

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

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

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

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

## APPENDIX D

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

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

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

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

## APPENDIX E

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

### **Pertinent Non-Discrimination Authorities:**

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

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

## ATTACHMENT B

## TITLE VI POLICY STATEMENT

Title VI of the Civil Rights Act of 1964 states: "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." The City of Henderson is committed to complying with the requirements of Title VI in all of its federally funded programs and activities. For additional information about the City of Henderson's Title VI obligations, please contact (702)267-1700 or visit our website at [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI).

El Título VI de la Ley de Derechos Civiles de 1964 establece: "Ninguna persona en los Estados Unidos, por motivos de raza, color u origen nacional, será excluida de la participación, se le negarán los beneficios o será objeto de discriminación en cualquier programa o actividad que reciba asistencia financiera federal". La Ciudad de Henderson se compromete a cumplir con los requisitos del Título VI en todos sus programas y actividades financiados por el gobierno federal. Para obtener información adicional sobre las obligaciones del Título VI de la Ciudad de Henderson, comuníquese con (702)267-1700 o visite nuestro sitio web en [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI).

1964 Nián "mínquán fǎ" dì liù zhāng guīdìng: "Zài měiguó, rèn hé rén jūn bù dé yīn zhōngzú, fū sè huò guójí ér bèi jù jué cānjiā jiēshòu liánbāng cáizhèng yuánzhù de rèn hé jīhuà huò huódòng, bèi bōduó qí lìyì huò shòudào qíshì." Hēng dé sēn shì zhīlì yú zài qí suǒyǒu liánbāng zīzhù de jīhuà hé huódòng zhōng zūnshǒu dì liù zhāng de yāoqiú. Yǒuguān AGENCY dì liù zhāng yìwù de qítā xīnxī, qǐng liánxì (702)267-1700 huò fǎngwèn wǒmen de wǎngzhàn [www.Cityofhenderson.Com/TitleVI](http://www.Cityofhenderson.Com/TitleVI). Nakasaad sa Pamagat ng Civil Rights Act of 1964:

Pamagat VI ng Batas sa Karapatang Sibil ng 1964 na nagsasaad: "Walang sinumang tao sa Estados Unidos ang, sa mga batayan ng lahi, kulay, o pambansang pinagmulan, ay maibukod mula sa pakikilahok sa, ay tanggihan ang mga benepisyo ng, o mapailalim sa diskriminasyon sa ilalim ng anumang programa o aktibidad na tumatanggap ng tulong pinansyal ng Federal. Ang Lungsod ng Henderson ay nakatuon sa pagsunod sa mga kinakailangan ng Pamagat VI sa lahat ng mga programa at aktibidad na pinondohan ng pederal. Para sa karagdagang impormasyon tungkol sa mga obligasyon ng Lungsod ng Henderson ng Pamagat VI, mangyaring makipag-ugnay sa (702)267-1700 o bisitahin ang aming website sa [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI).

**Making a Title VI Complaint - Presentar una queja de Título VI - Jinxing biāotí VI tóusù - Paggawa ng Reklamo sa Pamagat VI**


Any person who believes he or she has been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint with the City of Henderson. Any such complaint must be in writing and filed with the City of Henderson within 180 days following the date of the alleged discriminatory occurrence. The form is available at [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI), or please contact:

Cualquier persona que crea que ha sido agraviada por una práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante la Ciudad de Henderson. Cualquier queja de este tipo debe presentarse por escrito y presentarse a la Ciudad de Henderson dentro de los 180 días posteriores a la fecha del supuesto hecho discriminatorio. El formulario está disponible en [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI), o comuníquese con:

Rèn hé rén rèn wéi zìjǐ yīn dì liù zhāng xià de fēifǎ qíshì xíngwéi ér gǎndào shòuqū, kěyǐ xiàng hēng dé sēn shì tóusù. Rèn hé cǐ lèi tóusù bixū yǐ shūmiàn xíngshì tíchū, bìng zài shèxián qíshì shìjiàn fāshēng zhī rì qǐ 180 tiānnèi tíjiāo gěi hēng dé sēn shì. Kěyǐ zài [www.Cityofhenderson.Com/TitleVI](http://www.Cityofhenderson.Com/TitleVI) shàng zhǎodào gāi biǎogé, huòzhě qǐng liánxì:

Ang sinumang tao na naniniwala na siya ay na-agrabyado ng isang labag sa batas na diskriminasyon sa ilalim ng Pamagat VI ay maaaring mag-file ng isang reklamo sa Lungsod ng Henderson. Anumang naturang reklamo ay dapat na nakasulat at isampa sa Lungsod ng Henderson sa loob ng 180 araw kasunod ng petsa ng sinasabing diskriminasyong nangyari. Magagamit ang form sa [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI), o mangyaring makipag-ugnay sa:

Title VI Coordinator  
City of Henderson  
240 S. Water Street  
Henderson, NV 89015  
[TitleVI@cityofhenderson.com](mailto:TitleVI@cityofhenderson.com)  
702-267-1776

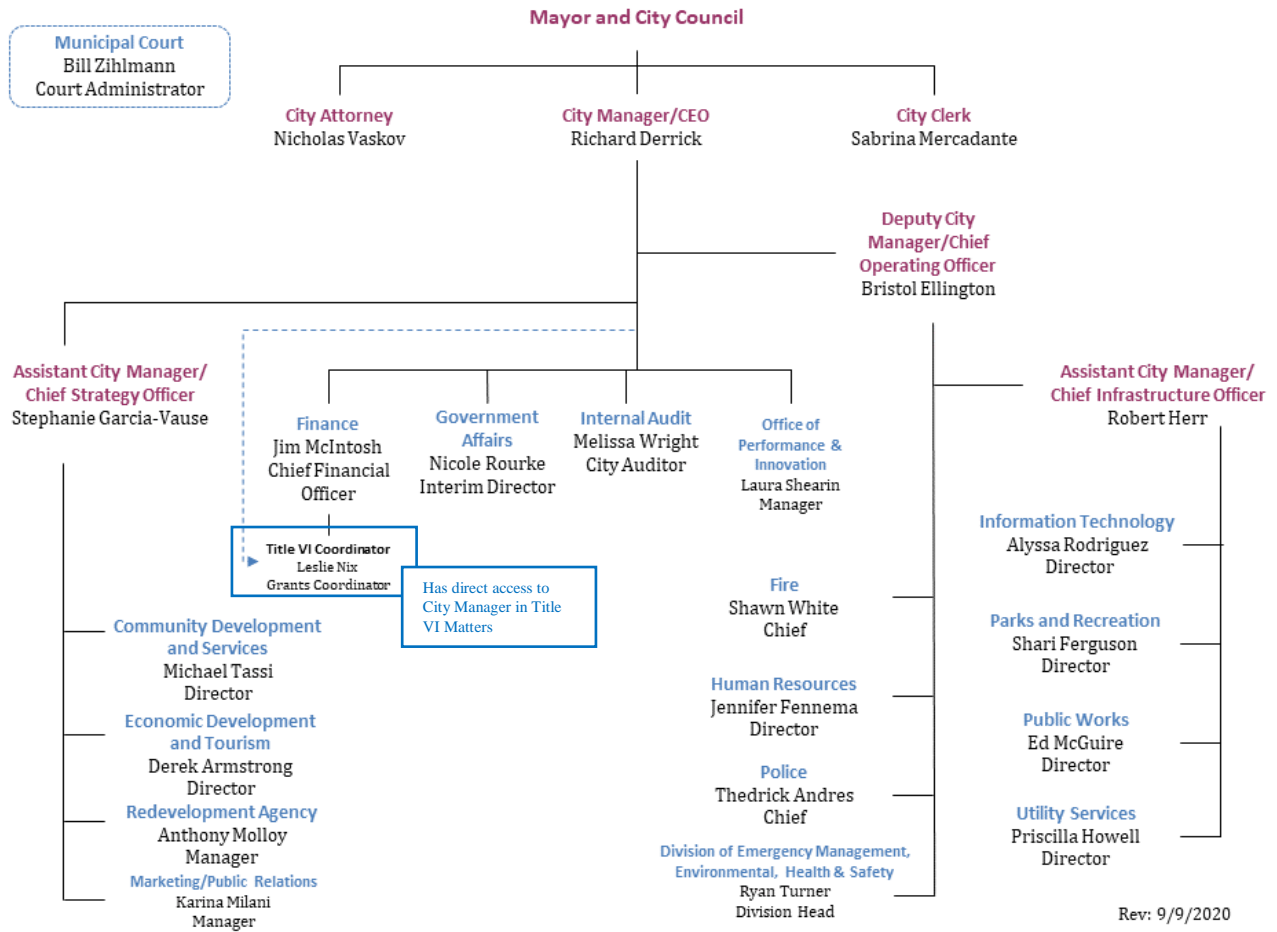
DocuSigned by:  
  
3BD3EEF3DFA349B...  
Richard Derrick, City Manager

04/29/2021 | 11:06 AM PDT

Dated



# ATTACHMENT C – ORG CHART





## ATTACHMENT D – TITLE VI COMPLAINT PROCEDURES

The complaint procedures are available on the City of Henderson’s website and cover the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Civil Rights Restoration Act of 1973
- Civil Rights Restoration Act of 1987
- Americans with Disabilities Act of 1990
- Executive Order 12898
- Executive Order 13166

Any person, specific class of persons or entity that believes they have been subjected to discrimination as prohibited by the legal provisions of Title VI on the basis of race, color, or national origin status may file a formal complaint with the City of Henderson. A copy of the Complaint Form may be accessed at on the City of Henderson’s website [www.cityofhenderson.com/TitleVI](http://www.cityofhenderson.com/TitleVI).

### **Title VI Complaint Reporting**

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

The complaint must be written and signed by the complainant and shall include:

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

Complaints may be filed by one of the following methods:

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

Upon receipt of a completed complaint, the City of Henderson Title VI Coordinator, will acknowledge receipt of the complaint within five days working days, and will forward the complaint to NDOT.

NDOT has sole authority for and will adjudicate all complaints filed against NDOT sub- recipients. Complaints against the City of Henderson in USDOT funded programs will be referred to NDOT and/or USDOT for processing; and complaints under all other federally funded programs fall under

NDOT's authority and jurisdiction.

For acceptance, a complaint must be:

- Timely filed;
- Involve a covered basis (i.e., race, color, or national origin); and

Complaints may be dismissed if the complainant:

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

Complaints that fall under the jurisdiction of USDOT – NDOT Civil Rights Officer, will forward a copy of the complaint and preliminary finding to USDOT-HCR within 60 days. Once USDOT-HCR issues its final decision, it will notify NDOT and, NDOT will notify all parties involved.

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

- US Department of Transportation, Federal Highway Administration, Nevada Division 705 Plaza Street #220, Ste. 220, Carson City, NV 89701;
- US Department of Transportation, Federal Highway Administration, Office of Civil Rights 1200 New Jersey Ave. SE, Washington, DC 20590;
- US Department of Transportation, Federal Transit Administration FTA Office of Civil Rights, 1200 New Jersey Ave. SE, Washington, DC 20590

## City of Henderson Title VI Complaint Form – English

Title VI of the Civil Rights Act of 1964 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."

Please provide the following information necessary in order to process your complaint. Assistance is available upon request. Complete this form and submit to deliver to: City of Henderson, Title VI Coordinator, Leslie Nix, 240 S. Water Street, Henderson, NV [89015.TitleVI@cityofhenderson.com](mailto:89015.TitleVI@cityofhenderson.com), fax to 702-267-1702.

Complainant's Name (please print): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No. (Home or Cell): \_\_\_\_\_

Name of Person discriminated against (if other than complainant): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No. (Home or Cell): \_\_\_\_\_

What was the discrimination based on? (Check all that apply):  Race  Color  National Origin

Date of incident resulting in discrimination Month/Day/Year: \_\_\_\_/\_\_\_\_/\_\_\_\_

Describe how you were discriminated against. What happened and who was responsible

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and Title of Person Discriminating: \_\_\_\_\_

Corrective Action Desired: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did you file this complaint with another federal, state or local agency, or with a federal or state court? (If Yes please indicated which agency you filed with)  Yes  No

- Federal Agency       Federal Court       State Agency       State Court
- Local Agency       Other

Provide the contact information for the agency you filed the complaint with:

Name and Title of Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No. (Home or Cell): \_\_\_\_\_

Date Filed: \_\_\_\_\_

Sign below and be sure to attach or provide any supporting information that you believe may support your claim.

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

---

**Do Not Continue, City use only below this line:**

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date

\_\_\_\_\_  
NDOT Submission

\_\_\_\_\_  
Date

## City of Henderson - Título VI Denuncia Forma - Español

El Título VI de la Ley de Derechos Civiles de 1964 establece que "ninguna persona en los Estados Unidos podrá, por motivos de raza, color u origen nacional, ser excluida de participar en, negársele los beneficios o ser objeto de discriminación en virtud de ningún programa. o actividad que recibe asistencia financiera federal ".

Proporcione la siguiente información necesaria para procesar su queja. La asistencia está disponible a pedido. Complete este formulario y envíelo para enviarlo a: Ciudad de Henderson, Coordinadora del Título VI, Leslie Nix, 240 S. Water Street, Henderson, NV 89015. TitleVI@cityofhenderson.com, fax al 702-267-1702.

Nombre del denunciante : \_\_\_\_\_

Dirección: \_\_\_\_\_

Ciudad: \_\_\_\_\_ Estado: \_\_\_\_\_ Código Postal: \_\_\_\_\_

Número de teléfono (casa o celular): \_\_\_\_\_

Nombre del denunciante : \_\_\_\_\_

Dirección: \_\_\_\_\_

Ciudad: \_\_\_\_\_ Estado: \_\_\_\_\_ Código Postal: \_\_\_\_\_

Número de teléfono (casa o celular): \_\_\_\_\_

¿En qué se basó la discriminación? (Marque todo lo que corresponda):  Raza  Color  Origen nacional

Fecha del incidente que resultó en discriminación Mes/Día/Año: \_\_\_\_\_

Describe cómo te discriminaron. Lo que pasó y quien fue el responsable.

---

---

---

---

---

---

Nombre y cargo de la persona que discrimina: \_\_\_\_\_

Acción correctiva deseada:

---

---

---

¿Presentó esta queja ante otra agencia federal, estatal o local, o ante un tribunal federal o estatal? (En caso afirmativo, indique con qué agencia presentó la solicitud)) [ ] Si [ ] No

[ ] Agencia Federal

[ ] Corte Federal Court

[ ] Agencia Estatal

[ ] Corte Estatal

[ ] Agencia Local

[ ] Otro

Proporcione la información de contacto de la agencia a la que presentó la queja:

Nombre y cargo del contacto: \_\_\_\_\_

Dirección: \_\_\_\_\_

Ciudad: \_\_\_\_\_ Estado : \_\_\_\_\_Codigo Postal: \_\_\_\_\_

Número de teléfono (casa o celular): \_\_\_\_\_

Fecha de archivo: \_\_\_\_\_

Firmar a continuación y asegúrese de fijar o proporcionar cualquier información de apoyo que usted cree puede apoyar su reclamo.

\_\_\_\_\_  
**Firma del denunciante**

\_\_\_\_\_  
**Fecha**

**No continúe, uso de la ciudad solo debajo de esta línea:**

\_\_\_\_\_  
Recibido por

\_\_\_\_\_  
Fecha

\_\_\_\_\_  
Fecha de envío de NDOT

\_\_\_\_\_  
Fecha

## City of Henderson - Porma ng Reklamo ng Pamagat VI – Tagalog

Ang Pamagat VI ng Batas sa Mga Karapatang Sibil ng 1964 ay nagsasaad na "Walang sinumang tao sa Estados Unidos ang, sa batayan ng lahi, kulay o pambansang pinagmulan, ay maibukod mula sa pakikilahok, tatanggihan ang mga benepisyo ng, o mapailalim sa diskriminasyon sa ilalim ng anumang programa o aktibidad na tumatanggap ng tulong pampinansyal sa pederal. "

Mangyaring ibigay ang sumusunod na impormasyong kinakailangan upang maproseso ang iyong reklamo. Magagamit ang tulong kapag hiniling. Kumpletuhin ang form na ito at isumite upang maihatid sa: City of Henderson, Title VI Coordinator, Leslie Nix, 240 S. Water Street, Henderson, NV 89015. TitleVI@cityofhenderson.com, fax sa 702-267-1702.

Pangalan ng Nagrereklamo: \_\_\_\_\_

Address: \_\_\_\_\_

Lungsod: \_\_\_\_\_ Estado: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Numero ng telepono: \_\_\_\_\_

Pangalan ng Tao na dinidiskrimina (kung iba kaysa sa nagrereklamo): \_\_\_\_\_

Address: \_\_\_\_\_

Lungsod: \_\_\_\_\_ Estado: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Numero ng telepono: \_\_\_\_\_

Batay sa ano ang diskriminasyon? (Suriin ang lahat ng nalalapat): [ ] Karera [ ] Kulay [ ] Pambansang lahi

Petsa ng insidente na nagresulta sa diskriminasyon Buwan / Araw / Taon: \_\_\_\_/\_\_\_\_/\_\_\_\_

Ilarawan kung paano ka nai-diskriminasyon. Ano ang nangyari at kung sino ang may pananagutan

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pangalan at Pamagat ng Tao na Nakikilala: \_\_\_\_\_

Pagwawasto ng Pagkilos na Ninanais: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Na-file mo ba ang reklamo na ito sa ibang federal, estado o lokal na ahensya, o sa isang federal o korte ng estado? (Kung Oo mangyaring ipahiwatig kung aling ahensya ang iyong isinampa) [ ] Oo [ ] Hindi

[ ] Pederal na Ahensya [ ] Pederal na Hukuman [ ] Ahensya ng Estado [ ] Hukuman ng Estado

[ ] Lokal na Ahensya [ ] Iba pa

Ibigay ang impormasyon sa pakikipag-ugnay para sa ahensya kung saan ka nagsampa ng reklamo:

Pangalan ng Nagrereklamo: \_\_\_\_\_

Address: \_\_\_\_\_

Lungsod: \_\_\_\_\_ Estado: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Numero ng telepono: \_\_\_\_\_ Date Filed: \_\_\_\_\_

Mag-sign sa ibaba at tiyaking maglakip o magbigay ng anumang sumusuportang impormasyon na sa tingin mo ay maaaring suportahan ang iyong habol.

\_\_\_\_\_  
Lagda ng Nagrereklamo

\_\_\_\_\_  
Petsa

---

**Do Not Continue, City use only below this line:**

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date

\_\_\_\_\_  
NDOT Submission

\_\_\_\_\_  
Date



## City of Henderson - Biāotí VI tóusù biǎo- Chinese

1964 Nián “mínquán fǎ” dì liù zhāng guīdìng:“Zài měiguó, rèn hé rén bù dé yīn zhǒngzú, fū sè huò mínzú chūshēn ér bèi páichú zài rèn hé jìhuà zhī wài, bèi bōduó qí lìyì huò shòudào rèn hé jìhuà de qíshì huò jiēshòu liánbāng cáizhèng yuánzhù de huódòng.”

Qǐng tígōng yǐxià bìyào xīnxī yǐ chǔlǐ nín de tóusù. Kě gēnjù yāoqiú tígōng xiézhù. Tiánxiě cǐ biǎogé, ránhòu tíjiāo gěi: Dì liù rénchēng xiétíáo yuán hēng dé sēn shì, Leslie Nix, 240 S. Water Street, Henderson, NV [89015.TitleVI@cityofhenderson.com](mailto:89015.TitleVI@cityofhenderson.com), fax to 702-267-1702.

Tóusù rén xìngmíng (qǐng dǎyìn): \_\_\_\_\_

Dìzhǐ: \_\_\_\_\_

Chéngshì: \_\_\_\_\_ Zhōu: \_\_\_\_\_ Yóudì qūhào: \_\_\_\_\_

Diànhuà hàomǎ: \_\_\_\_\_

Bèi qíshì de rén de xìngmíng (rúguǒ bùshì tóusù rén, zé wèi xìngmíng): \_\_\_\_\_

Dìzhǐ: \_\_\_\_\_

Chéngshì: \_\_\_\_\_ Zhōu: \_\_\_\_\_ Yóudì qūhào: \_\_\_\_\_

Diànhuà hàomǎ: \_\_\_\_\_

Qíshì de yǐjù shì shénme? (Xuǎnzhōng suǒyǒu shìyòng xiàng): [ ] Zhǒngzú [ ] yánsè [ ] guójí

Zàochéng qíshì de shìjiàn fāshēng rìqí yuè/rì/nián: \_\_\_\_/\_\_\_\_/\_\_\_\_

Miáoshù nín rúhé shòudào qíshì. Fāshēngle shénme shì, shéi fùzé

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Qíshì rén de xìngmíng hé míngchēng: \_\_\_\_\_

Xūyào cǎiqǔ jiūzhèng cuòshī:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nín shìfǒu xiàng qítā liánbāng, zhōu huò dìfāng jīgòu huò liánbāng huò zhōu fǎyuàn tíchūle shēnsù? (Rúguǒ shì, qǐng zhǐchū nín xiàng nǎge dàilǐ jīgòu tíjiāole wénjiàn)[ ] shì [ ] fǒu

Liánbāng jīgòu

liánbāng fǎyuàn

guójiā jīgòu

guójiā fǎyuàn

dìfāng dàiilǐ shāng

qítā

Tígōng nín tíchū shēnsù de dàiilǐ shāng de liánxì xìnxī:

Liánxì rén xìngmíng hé zhíwù: \_\_\_\_\_

Dìzhǐ: \_\_\_\_\_

Chéngshì: \_\_\_\_\_ Zhōu: \_\_\_\_\_ Yóudì qūhào: \_\_\_\_\_

Diànhuà hàomǎ: \_\_\_\_\_

Tíjiāo rìqí: \_\_\_\_\_

Zài xiàfāng qiānmíng, bìng quèbǎo fù shàng huò tígōng nín rènwéi kěnéng zhīchí nín de zhǔzhāng de rènhé zhīchí xìnxī.

\_\_\_\_\_  
Tóusù rén de qiānmíng

\_\_\_\_\_  
Rìqí

---

**Do Not Continue, City use only below this line:**

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date

\_\_\_\_\_  
NDOT Submission

\_\_\_\_\_  
Date

## ATTACHMENT E – Notice to the Public

The City of Henderson's nondiscrimination notice to the public: The City of Henderson hereby gives public notice that it is the Agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990 (ADA), and other related authorities in all of its programs and activities. The City of Henderson's Title VI and ADA Programs require that no person shall, on the grounds of race, color, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. Any person, who believes his/her Title VI or ADA rights have been violated, may file a complaint. Any such complaint must be in writing and filed with the City of Henderson within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For additional information about the City of Henderson's Civil Rights programs and the procedures to file a complaint contact the City of Henderson's via the information listed below:

Aviso de no discriminación de la Ciudad de Henderson al público: Por la presente, la Ciudad de Henderson notifica al público que es política de la Agencia asegurar el pleno cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, Título II de la Ley de Estadounidenses con Discapacidades de 1990 ( ADA) y otras autoridades relacionadas en todos sus programas y actividades. Los programas de Título VI y ADA de la Ciudad de Henderson requieren que ninguna persona, por motivos de raza, color, origen nacional o discapacidad, sea excluida de participar en, se le nieguen los beneficios o sea objeto de discriminación en virtud de cualquier programa. o actividad. Cualquier persona que crea que se han violado sus derechos de Título VI o ADA, puede presentar una queja. Cualquier queja de este tipo debe presentarse por escrito y presentarse ante la Ciudad de Henderson dentro de los ciento ochenta (180) días posteriores a la fecha del supuesto hecho discriminatorio. Para obtener información adicional sobre los programas de derechos civiles de la ciudad de Henderson y los procedimientos para presentar una queja, comuníquese con la ciudad de Henderson a través de la información que se detalla a continuación:

Hēng dé sēn shì xiàng gōngzhòng fābù de fēi qíshì tōngzhī: Hēng dé sēn shì zài cǐ tècǐ gōngkāi xuānbù, quèbǎo wánquán zūnshǒu 1964 nián "mínquán fǎ" dì liù zhāng, 1990 nián "měiguó cánjǐ rén fǎ" dì èr zhāng shì guǎnlǐ jú de zhèngcè (ADA) yǐjǐ qítā suǒyǒu xiāngguān jìhuà hé huódòng de zhǔguǎn bùmén. Hēng dé sēn shì de dì liù zhāng hé ADA jìhuà yāoqiú rènghé rén bùdé yīn zhǒngzú, fūsè, guójí huò cánzhàng ér bèi páichú zài rènghé jìhuà zhī wài, bèi bōduó qí lìyì huò yǐ qítā fāngshì shòudào qíshì huò huódòng. Rènghé rén rènweí zìjǐ de biāotí VI huò ADA quánlǐ shòudào qīnfàn, dōu kěyǐ tíchū tóusù. Rènghé cǐ lèi tóusù dōu bìxū yǐ shūmiàn xíngshì tíchū, bìng zài shèxián qíshì shìjiàn fāshēng zhī rìhòu yībǎi bāshí (180) tiānnèi tíjiāo gěi hēng dé sēn shì. Yǒuguān hēng dé sēn shì mínquán jìhuà hé tóusù chéngxù de qítā xīnxī, qǐng tōngguò yǐxià xīnxī yǔ hēng dé sēn shì liánxi:

Ang abiso ng City of Henderson na walang pagpapahintulot sa publiko: Ang Lungsod ng Henderson sa pamamagitan nito ay nagbibigay ng paunawa sa publiko na patakaran ng Ahensya na tiyakin ang buong pagsunod sa Pamagat VI ng Batas sa Mga Karapatang Sibil ng 1964, Pamagat II ng Mga Amerikanong May Kapansanan na Batas ng 1990 ( ADA), at iba pang nauugnay na awtoridad sa lahat ng mga programa at aktibidad nito. Ang Mga Program ng Pamagat VI at ADA ng Lungsod ng Henderson ay hinihiling na walang sinumang tao, sa kadahilanang lahi, kulay, pambansang pinagmulan, o kapansanan, ay maibukod mula sa pakikilahok, tanggihan ang mga benepisyo ng, o mapailalim sa diskriminasyon sa ilalim ng anumang programa o aktibidad. Ang sinumang tao, na naniniwala na ang kanyang mga karapatan sa Pamagat VI o ADA ay nilabag, ay maaaring mag-file ng isang reklamo. Anumang naturang reklamo ay dapat na nakasulat at isampa sa Lungsod ng Henderson sa loob ng isang daan walumpung (180) araw kasunod ng petsa ng hinihinalang paglitaw ng diskriminasyon. Para sa karagdagang impormasyon tungkol sa mga programa ng Mga Karapatan Sibil ng Lungsod ng Henderson at mga pamamaraan upang maghain ng isang reklamo makipag-ugnay sa Lungsod ng Henderson's sa pamamagitan ng impormasyong nakalista sa ibaba:

Title VI Coordinator  
City of Henderson  
240 S. Water Street  
Henderson, NV 89015  
702-267-1700

[TitleVI@cityofhenderson.com](mailto:TitleVI@cityofhenderson.com)



## ATTACHMENT G – TITLE VI Training Report

### **Liaison Meeting**

May 6, 2021

November 6, 2021

Training - Annual Online