

# **TITLE VI PROGRAM**

for

**Woodford County, Illinois**



**Approved: February 20, 2024**  
**Expires: February 2027**

# Woodford County Title VI Program

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### ***1. Purpose and Introduction***

Woodford County is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or subjected to discrimination in the receipt of any of Woodford County services on the basis of race, color or national origin. The contents of this program have been prepared in accordance with Section 601 of Title VI of the Civil Rights Act of 1964 and Executive Order 13116.

Woodford County is committed to a workplace complaint to Title VI of the Civil Rights Act of 1964.

Under the Civil Rights Act of 1964, and as a recipient of federal funding under the programs of the Federal Transit Administration (FTA) and the US Department of Transportation, Woodford County has an obligation to ensure that:

- A program is in place for correcting any discrimination, whether intentional or unintentional.
- The benefits of services that are provided within the County are shared equitably throughout the county.
- No one is precluded from participating in Woodford County's service planning and development process.
- The level and quality of services are sufficient to provide equal access to all riders in its service area.

- Decisions regarding service changes or facility locations are made without regard to race, color, or national origin.

### **Definitions:**

Woodford County recognizes that the definitions in chapter 53 of title 49, United States Code, and in 49 CFR part 21 apply to FTA Circular 4702.1 B. Woodford County uses the following definitions:

**Discrimination:** refers to any action or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, subrecipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.

**Limited English Proficiency (LEP):** Person refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

**Low-Income Person:** means a person whose median household income is at or below the U.S. Department of Health and Human Services poverty guidelines.

**Minority Person** include the following:

1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
3. Black or African American, which refers to people having origins in any of the Black racial groups of Africa.
4. Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

## **2. *Notifying Beneficiaries of Their Rights under Title VI***

To make Woodford County residents aware of Woodford County's commitment to Title VI compliance, and of their right to file a complaint, Woodford County has presented the following language on its website

The following is the Woodford County Title VI Notice:

### **Title VI Notice to the Public**

- Woodford County operates without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Woodford County.
- For more information on Woodford County's Title VI Program, obligations, or for procedures to file a complaint, please contact:

**Woodford County Coordinator  
115 N. Main Street, Room 103,  
Eureka, IL 61530  
(309) 467-7343**

- A complainant may file a complaint directly with the Federal Transit Administration to: Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.
- If information is needed in another language, contact (309) 467-7343
- *Si se necesita información en otro idioma, comuníquese con (309) 467-7343*
- 

The Woodford County Notice to the Public is posted in the following locations:

1. In all buses used in transit service
2. In our county office on the public bulletin board
3. On our website

### **3. *Title VI Complaint Procedure***

Title VI of the Civil Rights Act of 1964 as amended prohibits discrimination on the basis of race, color and national origin for programs and activities receiving federal financial assistance. As a recipient of federal financial assistance, Woodford County has in place the following complaint procedure.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation by Woodford County's administration of federally funded programs, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. The Complainant may, but is not required to, use Woodford County's Combined Complaint Form for ADA and Title VI. Woodford County investigates complaints received no more than 180 days after the alleged incident.

Written complaints shall be sent to:

**Woodford County Coordinator  
115 N. Main Street, Room 103,  
Eureka, IL 61530  
(309) 467-7343**

2. If you need assistance reducing your complaint to writing, please contact County Coordinators at (309) 467-7343.
3. Within thirty (30) calendar days of receipt of the complaint(s), County Coordinators will acknowledge receipt of the complaint(s), inform the complainant of proposed action to process the complaint(s), and advise the complainant of other avenues. The complaint will be reviewed to determine if it is transit related or not. Transit-related complaints will be forwarded to our operator, We Care, and their HR Department will complete the investigation.
4. Within one-hundred twenty (120) calendar days of receipt of the complaint(s), County Coordinators (from Woodford County, or We Care) will conduct and complete a full investigation of the complaint(s), and, based on the information obtained, and will render a recommendation for action in a report of findings to the Board. A resolution with no actions will be recommended if the complaint is not substantiated.
5. Within thirty days (30) calendar days of the completion of the full investigation (one hundred fifty (150) calendar days since the original receipt of the complaint(s)), County Coordinators will notify the complainant in writing of the final decision reached. The notification will advise the complainant of his or her right to submit a request for reconsideration (appeal) within thirty (30) calendar days from the date the notice of disposition is issued. Appeals will be reviewed by a separate party within thirty (30)

calendar days from the dated request for reconsideration. A final decision will then be issued.

7. County Coordinators will maintain a log of all verbal and non-written complaints received. The log will include the following information:

- Name of complainant
- Name of respondent
- Basis of complaint
- Date complaint received
- Explanation of the actions taken or proposed to resolve the issue raised in the complaint

8. A person may also file a complaint directly with the Federal Transit Administration at:

Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building 5th Floor-TCR  
1200 New Jersey Avenue SE  
Washington, DC, 20590

Woodford County will conduct a quarterly review of all Title VI complaints received. Corrective actions taken at the time of each resolution will be reviewed in these quarterly sessions.

#### 4. *Combined Complaint Form for ADA and Title VI*

### **Combined Complaint Form for ADA and Title VI**

**TCRC, Inc., DBA Woodford County**

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

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

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**Section V:**

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

Yes       No

If yes, check all that apply:

Federal Agency: \_\_\_\_\_       State Agency: \_\_\_\_\_  
 Federal Court: \_\_\_\_\_       Local Agency: \_\_\_\_\_  
 State Court: \_\_\_\_\_

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

Name:

Title:

Agency:

Address:

Telephone:

**Section VI:**

Name of agency complaint is against:

Name of person complaint is against:

Title:

Location:

Telephone Number (if available):

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

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Signature

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Date

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

**Woodford County Coordinator  
115 N. Main Street, Room 103,  
Eureka, IL 61530  
(309) 467-7343**

## ***5. Record of Title VI Investigations Complaints and Lawsuits***

All FTA recipients are required to prepare and maintain a list of any complaints alleging discrimination on the basis of race, color, or national origin. Woodford County has not had any Title VI investigations, complaints, or lawsuits since the last Program, or at any time in recent memory. Woodford County will document any future Title VI investigations, complaints, or lawsuits in this section.

## **6. *Woodford County's Public Participation Plan***

### **Woodford County's Public Involvement Philosophy**

Woodford County welcomes and values public involvement. IDOT and its recipients believe that well-designed, proactive public involvement improves its planning and policy efforts and ultimately leads to better decisions, better projects, and maximized, long-term public benefits. Creating long-term, sustainable systems requires our agency to embrace outside skills and knowledge, including input from the public. Advantages of enhanced public involvement include:

- Increased public collaboration. Citizen collaboration on projects benefits our agency's processes and outcomes, promoting public participation and respectful, productive dialogue.
- Decisions that better reflect diverse interests. Consulting with all identifiable interests helps Woodford County better understand and reflect the full range of community values and livability standards.
- Efficient transportation decision implementation. Early public involvement fosters better decision making and reduces costly project plan revisions and change orders.
- Enhanced agency credibility. Increased public involvement results in more meaningful and better interactions between agency personnel and customers. This interaction aids everyone. The agency better understands public concerns, and customers gain an appreciation of the agency and its responsibilities.
- Woodford County proactively involves the public in addressing transportation issues. The agency communicates its mission and goals to the widest audience possible and considers feedback received from transportation stakeholders and the public.

To promote inclusive public participation, the Woodford County will employ the following strategies, as appropriate (make these determinations based on a demographic analysis of the population(s) affected, type of plan, program and/or service under consideration, and the resources available):

- ✓ Provide for early, frequent and continuous engagement by the public
- ✓ Select accessible and varied meeting locations and times
- ✓ Employ different meeting sizes and formats

In addition to these general strategies, Woodford County has also employed these specific strategies:

**Woodford County:**

The Woodford County Board meets monthly, with all meetings open to the public. Time is provided for the public to comment on any issue at each meeting. The Woodford County Coordinator maintains a list of persons and organizations that wish to receive information from the County. Information sent to those on the list include Board meeting agendas and minutes, appointments, resolutions/ordinances, monthly financial statements, monthly claims, budget documents, and quarterly reports along with any new business information. Persons and organizations can be added to the list at their request for no charge.

Woodford County seeks to understand public comments/concerns by meeting to investigate ways to reduce or eliminate any negative impacts.

Persons and organizations are afforded an opportunity to provide input in several ways:

- By e-mail
- By telephone
- In writing
- In person by coming into the Board Office at 115 N. Main St., Room 103, Eureka
- In person at Committee meetings
- In person at public meetings conducted by the Woodford County Board. Meetings are held in the Board Room at 107 East Court Street, Eureka on the third Tuesday of each month at 6:30 P.M.

Woodford County's public input process emphasizes two-way communications. The intention is not just to receive comments, but to be transparent in all government matters. In many cases several messages or a conversation takes place.

## 7. ***Four Factor Analysis and LEP Data***

The purpose of the LEP Language Assistance Plan (hereinafter "plan" or "LAP") is to meet Federal Transit Administration's (FTA's) requirements to comply with obligations of Executive Order 13166 and Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin, including limited English proficiency. As a subrecipient of FTA funds, Woodford County has pledged to take reasonable steps to provide meaningful access to its citizens for person who do not speak English as their primary language and who limited ability to read, speak, write or understand English. The FTA refers to these persons as Limited English Proficient (LEP) persons.

### **FOUR-FACTOR ANALYSIS**

The Four Factor Analysis is a local assessment that considers:

1. *The number or proportion of LEP persons eligible to be served or likely to be encountered by the agency;*
2. *The frequency with which LEP persons come into contact with the agency's services and programs;*
3. *The nature and importance of the agency's services and programs in people's lives; and*
4. *The resources available to the agency for LEP outreach, as well as the costs associated with that outreach.*

#### **Factor One: The number or proportion of LEP persons eligible to be serviced or likely to be encountered by Woodford County**

The first step in determining the appropriate components of a Language Assistance Plan is understanding the proportion of LEP persons who may encounter our agency's services, their literacy skills in English and their native language, the location of their communities and neighborhoods and, more importantly, if any are underserved as a result of a language barrier.

To do this, the agency evaluated the level of English proficiency and to what degree people in its service area speak a language other than English and what those languages are. Data for this review is derived from the United States Census and the American Community Survey. The most recent data available for the state were the ACS 2018-2022 five-year estimates.

#### **1. Service Area Overview**

Woodford County service area encompasses the County of Woodford, Illinois. Home to 36,173 people spread over 527 square miles, the service area's population speaks twelve (12) different

language groups. However, the overall numbers of residents who speak English ‘less than very well’ are very low. Of the total service area population of 36,173, just 117, or 0.32% of residents, report speaking English less than very well. A breakdown of the language groups, and those speaking English less than very well, are shown below.

| Label   | Woodford County, Illinois Estimate | Percentage of Total |
|---|------------------------------------|---------------------|
| Total:  | 36,173                             |                     |
| Speak only English  | 35,623                             | 98.48%              |
| Speak Spanish, and English less than "very well"                                  | 42                                 | 0.12%               |
| Speak French, Haitian, or Cajun, and English less than "very well"                | 1                                  | 0.00%               |
| Speak German or other West Germanic, and English less than "very well"            | 37                                 | 0.10%               |
| Speak Russian, Polish, or other Slavic, and English less than "very well"         | 7                                  | 0.02%               |
| Speak Other Indo-European, and English less than "very well"                      | 2                                  | 0.01%               |
| Speak Korean, and English less than "very well"                                   | 28                                 | 0.08%               |
| Speak Chinese (incl. Mandarin, Cantonese, and English less than "very well"       | 0                                  | 0.00%               |
| Speak Vietnamese, and English less than "very well"                               | 0                                  | 0.00%               |
| Speak Tagalog (incl. Filipino), and English less than "very well"                 | 0                                  | 0.00%               |
| Speak Other Asian and Pacific Island languages, and English less than "very well" | 0                                  | 0.00%               |
| Speak Arabic, and English less than "very well"                                   | 0                                  | 0.00%               |
| Speak Other and unspecified languages, and English less than "very well"          | 0                                  | 0.00%               |

<https://data.census.gov/cedsci/> Table C16001, 5-year estimates, 2018-2022

#### *The Safe Harbor Provision*

The U.S. Department of Transportation (U.S. DOT) has adopted the U.S. Department of Justice’s Safe Harbor Provision. This provision outlines circumstances that can provide a “safe harbor” for U.S. DOT recipients (and sub-recipients) regarding translation of vital documents. Specifically, if

a recipient provides written translation of vital documents for each LEP group that constitutes the lesser of 1,000 persons or five percent (5%) of the total population eligible to be served or likely to be affected or encountered, such action is considered strong evidence of compliance with the recipient's written translation obligations.

The Safe Harbor Provision only applies to the translation of written documents. It does not affect the agency's requirement to provide meaningful access to LEP individuals through oral language services.

A vital document is any document that is critical for ensuring meaningful access to the recipients' major activities and programs by beneficiaries generally and LEP persons specifically. Whether or not a document (or the information it solicits) is "vital" may depend upon the importance of the program, information, encounter, or service involved, and the consequence to the LEP person if the information in question is not provided accurately or in a timely manner.

#### *Designation of Vital Documents*

Based on the limited population of non-English speakers who also speak English less than very well, no languages meet the Safe Harbor Threshold in our service area. The agency is therefore not designating any vital documents at this time. However, any unmet language needs will still be met as described in the Language Access Plan, below.

#### **Factor Two: The frequency with which LEP persons come into contact with Agency services and programs.**

Woodford County recognizes the importance of taking measures to gauge LEP needs, but to date, has only measured the frequency of LEP contacts informally. After speaking with public-facing employees (drivers, dispatch, administration), no one recalls any specific instances in which a rider struggled with English. This comports with Census data showing a very small LEP population in the service area.

Moving forward, Woodford County plans to collect data on the frequency in which LEP persons come into contact with the agency's various departments and programs. The Title VI Coordinator will create an annual survey to be sent to each department. ("Departments" includes drivers,

dispatch, central office, etc.). Departments will collect data on their contacts with people who need language assistance, and the Title VI Coordinator will review and analyze this data each year. Departments will also be asked to log their use of any translation or interpretation services. Thus, by the time this Program is due for an update, Woodford County will have concrete data on language access needs to help direct future efforts and planning.

### **Factor Three: The Importance of the Agency's Service to People's Lives**

Woodford County services affect many community members in some way. Our transit services are used daily by people who do not have access to their own transportation. Our services allow riders access to grocery stores, medical appointments, work, social service agencies, social activities, and a variety of other essential destinations. Some LEP persons are immigrants with no legal way to access a driver's license at this time. For some people, Woodford County services are the only connection residents have to the community.

### **Factor Four: Resources and Costs for LEP Outreach**

Given that Woodford County has a very limited number of LEP citizens in its service area, we can meet the needs of its LEP population through relatively simple means. First, Woodford County staff members who speak Spanish or any other foreign languages can be consulted or utilized for translation or interpretation in informal or emergency situations. In the event assistance in a rare language is needed, Woodford County can reach out to local colleges or universities to find staff who are proficient and may be willing to assist. Other free resources include the use of Google Translate or other technology-based translation services. Our agency can utilize Google Translate to interpret simple comments or messages left on our social media or in real time if necessary to communicate without advance warning an interpreter is needed.

Woodford County recognizes there will be times when professional interpretation or translation services are needed. In those cases where a rider needs to communicate with us in another language, we can employ the use of a Language Line. This is a pay-as-needed service under which the agency is billed per minute for service. This makes the service affordable.

Finally, Woodford County will pay for document translation services when needed, which generally costs about \$25-\$35 per page. These resources give our agency the ability to perform outreach with the LEP population at a reasonable cost.

### **Conclusion**

Based on the above four factors, Woodford County will continue to monitor the LEP population and continue to rely on local community organizations for aid in language interpreting, while outlining additional steps to give meaningful access to persons of limited English proficiency. These steps are outlined in the next pages as part of the county's Limited English Proficiency Plan.

## **8. Language Assistance Plan**

As a recipient of federal US DOT funding, the Woodford County is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP) refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Woodford County's Language Assistance Plan includes the following elements:

1. The results of the *Four Factor Analysis*, including a description of the LEP population(s), served.
2. A description of how language assistance services are provided by language
3. A description of how LEP persons are informed of the availability of language assistance service
4. A description of how the language assistance plan is monitored and updated
5. A description of how employees are trained to provide language assistance to LEP persons

### ***Four Factor Analysis Results: LEP Populations Served***

Woodford County's service area's population speaks twelve (12) different language groups. However, the overall numbers of residents who speak English 'less than very well' are very low. Of the total service area population of 36,173, just 117, or 0.32% of residents, report speaking English less than very well. A breakdown of the language groups, and those speaking English less than very well, are shown in the chart above. Spanish was the largest language group, with just 42 people who speak English less than very well.

### **Item # 2 – Description of how Language Assistance Services are Provided, by Language**

The Woodford County has identified, developed, and uses the following:

- \* Examine requests for language assistance from past meetings or events to anticipate future language service needs.
- \* At any future outreach meetings, an employee member will be at the door to greet any people entering the meeting and should also be tasked with identifying any persons of limited English proficiency.
- \* Maintain a tabulation of persons requiring language assistance, including

- those that provide their own interpreting service.
- \* Individuals who have contact with the public are provided with “I Speak” language cards to identify language needs in order to match them with available services. Language cards are distributed by the Director as needed.
- \* Woodford County will continue to develop partnerships with local agencies, organizations, law enforcement, colleges/universities, local school districts and social service agencies that are available to assist with its LEP responsibilities.
- \* Any other need for translated documents or interpretation services will be provided on an as-needed basis. That is, anyone requesting specific information in a non-English language will be provided it upon request. The agency will use its internal resources to meet this need, when available. Otherwise, the agency will reach out to the network of resources it has developed, or hire a translator or interpreter as needed.
- \* In limited instances where telephone interpretation services or bilingual staff are insufficient, Woodford County will provide LEP individuals with the following community organizations for language services:

Western Community Center  
 600 N. Western Ave  
 Bloomington, IL 61701  
 (309) 829-4807

Language Line: 866-874-3972

**Item #3 – Description of how LEP Persons are Informed of the Availability of Language Assistance Service**

In order to ensure that LEP individuals are aware of Woodford County’s language assistance measures, Woodford County provides the following:

- Title VI Program including the Language Assistance Plan is made available on website, if applicable, and hard copy in central office.
- Drivers and dispatchers are provided “I Speak” language cards to identify language needs in order to match them with available services.
- The agency’s website includes language stating, “If you need assistance or information in another language, please contact (309) 478-5813. This message is provided in Spanish as well.

**Item #4 – Description of how the Language Assistance Plan is Monitored and Updated**

Woodford County will continue to update the LEP plan as required by U.S. DOT. At a minimum, the Title VI Plan will continue to be reviewed and updated every three (3) years in conjunction with the Title VI submission and use data from the U.S. Decennial Census or the

American Community Survey as available, or when it is clear that the concentrations of LEP individuals are present in the Woodford County service area.

Updates will continue to include the following:

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

|  |
|--|
| Item #5 – Description of how Employees are Trained to Provide Language Assistance to LEP Persons |
|--|

The following training will be provided to Woodford County staff:

- Information on the Woodford County Title VI Procedures and LEP responsibilities.
- Description of language assistance services offered to the public.
- Use of "I Speak" language cards (used to identify language preference).
- Documentation of language assistance requests.
- Use of Google Translate for situations in which informal language assistance is needed without prior notice.
- How to handle a potential Title VI / LEP complaint.

A copy of the I Speak Card follows.

**English: Point to your language. An Interpreter will be called. The interpreter will be provided at no cost to you.**

**Albanian** Shqip 

Tregoni me gisht gjuhën tuaj. Do të therrsim një përkthyes. Përkthyesi ofrohet falas për ju.

**Arabic** عَرَبِي 

أنت إلى لغتك. وسيتم الاتصال بمحترم فوري، كما  
نتم إحضار المترجم الفوري مجاناً.

**Bengali** বাংলা 

আপনার ভাষার নিয়ন্ত্রিত করুন। একজন লোকার্টিক ভাষা হল।  
লোকার্টি আপনি নিয়ন্ত্রিত পাখন।

**China** 请指認您的語言，以便為 指出您認得的語言，以便為  
您提供免費的口譯服務。 您提供免費的口譯服務。

**Cantonese** 廣東話 广东话 

**Chaochow** 潮州話 潮州话 

**Fukienese** 福建話 福建话 

**Mandarin** 國語 普通话 

**Shanghai** 上海話 上海话 

**Taiwanese** 台灣話 台湾话 

**Toishanese** 台山話 台山话 

**Farsi** فارسی 

زبان مورود نظر خود را مشخص کنید. یک مترجم برای شما در خدمت  
خواهد شد، مترجم بصورت رایگان در اختیار شما قرار می گیرد.

**French** Français 

Indiquez votre langue et nous appellerons un  
interprète. Le service est gratuit.

**Greek** Ελληνικά 

Δείξτε τη γλώσσα σας και θα καλέσουμε ένα  
διερμηνέα. Ο διερμηνέας σας παρέχεται δωρεάν.

**Haitian Creole** Kreyòl 

Lonje dwèt ou sou lang ou pale a epi n ap rele yon  
entèprèt pou ou. Nou ba ou sèvis entèprèt la gratis.

**Hebrew** עברית 

הזכ ב עברית השפה שלן, ואנחנו נתקשר לך מידי.  
שירותו של המתרגם ייחוץ לך לאלה תשלות.

**Hindi** हिन्दी 

अपनी भाषा को दर्शित करें। जिसके अनुसार आपके लिए हुमानिया  
हुमानिया आवश्यक। आपके लिए हुमानिया की सिस्तम अवधारणा की जाती है।

**Italian** Italiano 

Indicare la propria lingua. Un interprete sarà chiamato.  
Il servizio è gratuito.

**Korean** 한국어 

귀하께서 사용하는 언어를 지정하시면 해당  
언어 번역 서비스를 무료로 제공해 드립니다.

**Nepali** नेपाली 

आपको भाषाको अनुवादकोन्स एक दोस्रोलाई बोलाउनेगा  
लाईको लिए तृप्ति अस्तित्व, एकला दोस्रो उपलब्ध गराउनेगा।

**Pashto** پښتو 

خواهی زیبی ته اشاره وکړي، یو ټپاروونکو یه راولیل شمی  
ستنسو له پاره د ټپاروونکي انتظام په یو یا کوکه ګهړیږي.

**Polish** Polski 

Proszę wskazać swój język i wezwie się tłumacza.  
Usługa ta zapewniana jest bezpłatnie.

**Portuguese** Português 

Indique o seu idioma. Um intérprete será-lhe solicitado.  
A interpretação é fornecida sem qualquer custo para si.

**Punjabi** پنجابی 

ਅਪਣੀ ਭਾਸ਼ਾ ਵਿਚ ਵਿਸਤਰ ਕਰੋ। ਤੀਜਾ ਮੁਹਾਰਲ ਇਹ ਪ੍ਰਕਾਰੀਆ ਪ੍ਰਕਾਰੀਆ  
ਜਾਂਦੀ ਹੈ। ਤੁਹਾਡੇ ਲਈ ਪ੍ਰਕਾਰੀਆ ਦੀ ਮੁਹਾਰਲ ਇਤਿਹਾਸ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।

**Russian** Русский 

Укажите язык, на котором вы говорите. Вам вызовут  
переводчика. Услуги переводчика предоставляются бесплатно.

**Somali** Af-Soomali 

Farta ku fiinjugeedaada... Waa lagu ugu yeege donnaa  
turjubaan. Turjubaanka wax lacagi kaaga bixi mayso.

**Spanish** Español 

Señale su idioma y llamaremos a un intérprete.  
El servicio es gratuito.

**Tagalog** Tagalog 

Ituro po ang inyong wika. Isang tagasalin ang  
ipagkakalood nang libre sa inyo.

**Thai** ไทย 

请选择您的语言。我们将安排翻译者前来服务。  
服务是免费的。

**Ukrainian** Українська 

Вкажіть вашу мову. Вам викличуть перекладача.  
Послуги перекладача надаються безкоштовно.

**Urdu** اردو 

ابنی زبان پر اشارہ کریں۔ ایک ترجمان کو بلانچے گا۔  
ترجمان کا انتظام اپر بیغیر کسی خرچ کے کیا جائے گا۔

**Vietnamese** Tiếng Việt 

Hay chỉ vào ngôn ngữ của quý vị. Một thông dịch viên sẽ được  
gọi đến, quý vị sẽ không phải trả tiền cho thông dịch viên.

Language Identification Test (V1.0)

## **9. *Minority Representation on Planning and Advisory Bodies***

Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, *the membership of which is selected by the recipient*, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

Woodford County does not have any transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient. This section is inapplicable.

## ***10. Fixed Route Transit Providers Service Standards and Policies***

Woodford County:

- is a fixed route transit provider
- is not a fixed route transit provider

## ***11. Providing Assistance to and Monitoring Subrecipients***

1. Does agency provide funding to subrecipients?

No, the agency does not have subrecipients.  
 Yes. If yes, list the subrecipient names:

TCRC, Inc., dba We Care

Woodford County monitors We Care's compliance with Title VI by collecting and reviewing its Title VI Program every 3 years. Further, We Care immediately reports any Title VI complaints to Woodford County. The County assures that We Care is following its Title VI Program, including giving annual Title VI training to its staff.

## **12. *Title VI Equity Analysis for Facility Acquisition***

Title 49 CFR, Appendix C, Section (3)(iv) requires “the location of projects requiring land acquisition and the displacement of persons from their residences and business may not be determined on the basis of race, color, or national origin.” For purposes of this requirement, “facilities” does not include bus shelters, as they are considered transit amenities. It also does not include transit stations, power substations, or any other project evaluated by the National Environmental Policy Act (NEPA) process. Facilities included in the provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc. Has the agency built a facility?

- No, the agency has not built a facility.
- Yes, the agency has built a facility and completed a Title VI equity analysis to compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site. (Include at the end of the Title VI plan a copy of the Title VI equity analysis.)

**13. Evidence of Board Adoption**



STATE OF ILLINOIS )  
COUNTY OF WOODFORD ) SS.  
                          )

WOODFORD COUNTY BOARD

February 20, 2024

**RESOLUTION 2023/24-#022**  
**Woodford County Title VI Program**

**WHEREAS**, Title VI of the Civil Rights Act of 1964, as amended, requires that "no person in the United States shall, on the grounds of race, color, or nation 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;" and

**WHEREAS**, Woodford County contracts with We Care to provide transportation services for the residents of Woodford County; and

**WHEREAS**, We Care is funded through Federal Funds; and

**WHEREAS**, the FTA requires recipients and sub-recipients of federal public transportation funds to submit, every three years, a Title VI program update as a condition of receipt of FTA financial assistance; and

**WHEREAS**, it is the intent of Woodford County to adopt the 2024 to 2027 Title VI Program with subsequent submission to the FTA.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. That the Woodford County Board hereby authorizes and adopts the Title VI Program.
2. That the Woodford County Chairman, or his designee, is hereby authorized to administer to provide such information as may be required to submit the Title VI Program to the FTA.

**ADOPTED** by a majority vote of all the members of the Woodford County Board this 20th day of February, A. D. 2024.

**ATTEST:**

Handwritten signature of Dawn Kupfer.  
Dawn Kupfer  
Clerk of the Woodford County Board

Handwritten signature of Chuck Nagel.  
Chuck Nagel  
Chairman of Woodford County Board