



## TITLE VI NONDISCRIMINATION IMPLEMENTATION PLAN

UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

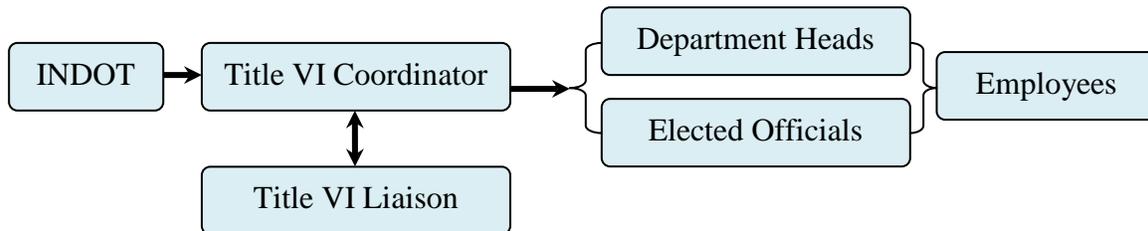
Fulton County Government • 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975 • www.co.fulton.in.us

### Policy Statement

Pursuant to Title VI of the Civil Rights Act of 1964, as amended; the Americans with Disabilities Act (ADA) of 1990, as amended; and the Rehabilitation Act of 1973, as amended, Fulton County Government does not discriminate on the basis of race, color, national origin, marital status, political affiliation, sex, sexual orientation, gender identity, age, mental or physical handicap, religion, income status, or Limited English Proficiency, or exclude from participation in, deny the benefits of, or otherwise subject to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally-funded or not. The Title VI Implementation Plan is the program manual for Title VI. Any changes in requirements shall be found in the Plan and modified in ~~stricken through~~ form and the corrected language will appear in **bold** print.

### 1. Title VI Coordinator

#### Fulton County Government Title VI Organizational Chart:



#### INDOT

The Title VI & ADA Program Manager / Coordinator of the Indiana Department of Transportation (INDOT) is responsible for the oversight and coordination of INDOT's compliance with Title VI and all related statues, regulations and directives. The Title VI/ADA Program Manager reports directly to the EOD Director. General responsibilities of the Title VI/ADA Program Manager include, but are not limited to: Implementing INDOT's Title VI and Americans with Disabilities Act of 1990, (ADA) plans; Developing process and procedures for the investigation of complaints filed under Title VI and the ADA; Developing and implementing INDOT's Limited English Proficiency (LEP) Plan; Coordinating Title VI Program development with program directors, district and division managers; Providing technical assistance, guidance and advice on the Title VI Program; Establishing procedures for processing Title VI review; Conducting Title VI reviews of INDOT's subrecipients, special interest programs and activities; Developing and conducting Title VI training; Preparing required reports; Participating in the design, development and dissemination of Title VI information to the public; and annually updating INDOT's Title VI Implementation Plan.

Title VI & ADA Program Manager / Coordinator of INDOT:  
Erin L. Hall, J.D.  
100 N. Senate Ave., IGCN 755

Indianapolis, IN 46204  
(317) 234-6142  
[Ehall2@Indot.IN.gov](mailto:Ehall2@Indot.IN.gov)

### Title VI Coordinator

The Title VI Coordinator is responsible for the oversight and coordination of Fulton County's compliance with Title VI and all related statues, regulations and directives as directed by INDOT. The Title VI Coordinator reports directly to The Title VI Program Manager / Coordinator. The Fulton County Government Title VI Coordinator will:

- Report to the Title VI & ADA Program Manager / Coordinator of INDOT within ten (10) days of a change of coordinators with the name and contact information of the new Title VI Coordinator
- Report any discriminatory complaints to the Title VI & ADA Program Manager / Coordinator of INDOT within ten (10) days of a change of coordinators with the name and contact information of the new Title VI Coordinator
- Prepare and submit an Annual Title VI Implementation Plan to the Title VI & ADA Program Manager / Coordinator of INDOT
- Develop and submit an Annual Goals & Accomplishments Report the Title VI & ADA Program Manager / Coordinator of INDOT
- Assist personnel to correct Title VI problems or discriminatory practices or policies found through self-monitoring and review activities.
- Monitor programs and/or activities receiving federal financial assistance
- Ensure that Title VI requirements are included in policy directives and that the procedures used have built-in safeguards to prevent discrimination
- Implement procedures for the prompt processing of Title VI discrimination complaints
- Maintain education and training on Title VI
- Make efforts to coordinate the development and implementation of Title VI
- Develop Title VI information for public dissemination, and where appropriate, in languages other than English
- Maintain meeting agendas/minutes demonstrating that civil rights requirements are being addressed by the Title VI Coordinator.

Title VI Coordinator for Fulton County:  
Christina Sriver  
Fulton County Government Building  
125 E 9<sup>th</sup> St  
Rochester, IN 46975  
(574)223-2912  
[auditor@co.fulton.in.us](mailto:auditor@co.fulton.in.us)

## Title VI Liaison Team

The Title VI Coordinator (coordinator) will meet with the Liaison Team (Appendix D) to discuss what actions, if any, should be taken to reduce discrimination risks and discuss the goals and accomplishments for the year. The annual meeting for this discussion will be a minimum of 30 days prior to the Annual Report's due date to INDOT. The responsibilities of the Liaison Team include but are not limited to: Coordinate with the Title VI Coordinator to develop procedures for the collection of analysis to be utilized in the annual reporting procedures; Coordinate with the Title VI Coordinator to assess risks and identify priority of risks and develop strategies to mitigate risks; Assist the Title VI Coordinator with developing and/or revising relevant data collection materials and training materials; Examine with the Title VI Coordinator in all aspects of the program areas to ensure the LPA's compliance; Ensure periodic meetings are held to review and discuss area implementation and goals. This list shall be updated and reviewed annually during self-evaluation.

### **Title VI Liaison Team**

<b><u>DEPARTMENT</u></b>	<b><u>Member</u></b>
One (1) member of Board of Commissioners	Rick Ranstead
One (1) member of County Council	Randy Sutton
Sheriff	Chris Sailors
ADA Coordinator/Highway Superintendent	John Geier
Clerk	Teri Furnivall
IT / Maintenance Director	Josh Sriver
EMA Director	Larry Hoover
Auditor	Christina Sriver
Rochester City Mayor	Ted Denton
Area Plan Director	Casi Cowles
E-911 Director	Gail Karas

## Department Heads / Elected Officials

The department heads and elected officials are necessary to effectively meet Title VI plan goals and requirements. The responsibilities of department heads and elected officials include but are not limited to: Using an interdisciplinary and cross-division workflow approach to ensure compliance with Title VI and related nondiscrimination laws in the implementation of Fulton County Government's programs and activities; Cease all nondiscriminatory practices within their jurisdiction and practice Title VI Plans and Policies and ensure all employees under their direction are following the same practices; To assist the Title VI Coordinator in ensuring that all Fulton County Government's training and materials are completed by their employees and the acknowledgment form is signed by themselves and their employees and returned to the Title VI Coordinator within 30 days of implementation of Resolution to Adopt Title VI Plans and Policies, or within 30 days of employment; Work with the Title VI Coordinator to report any nondiscriminatory noncompliance's or risks observed.

## **2. Nondiscrimination Policy**

Fulton County values each individual's civil rights and wishes to provide equal opportunity and equitable service for the citizens of this county. As a recipient of federal funds, Fulton County conforms to Title VI and all related statutes, regulations, and directives, which provide that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving

federal financial assistance from Fulton County on the grounds of race, color, age, sex, sexual orientation, gender identity, disability, national origin, religion, income status or limited English proficiency. Fulton County further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, regardless of whether those programs and activities are federally funded.

It is the policy of Fulton County to comply with Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e; Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107; Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. §§ 4601-4655; 1973 Federal Aid Highway Act, 23 U.S.C. § 324; Title IX of the Education Amendments of 1972, Pub. L. No. 92-318, 86 Stat. 235; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §§ 701 *et seq*; Civil Rights Restoration Act of 1987, Pub. L. No. 100-259, 102 Stat. 28; Americans with Disabilities Act of 1990; 42 U.S.C. §§ 3601-3631; Exec. Order No. 12898, 59 Fed. Reg. 7629 (1994) (Federal Actions to Address Environmental Justice in minority Populations and Low-Income Populations); and Exec. Order No. 13166, 65 Fed. Reg. 50121 (2000) (Improving Access to Services for Persons with Limited English Proficiency).

A self-evaluation will be conducted by the Title VI Coordinator annually and the results will be reported on a Title VI Implementation Plan to be submitted to INDOT on an annual basis to continue to monitor and update policies and procedures, training materials and continue to offer training and introduce additional implementation as deemed necessary.

The Nondiscrimination Policy (Appendix E) will be posted in Fulton County Government buildings and in all places in which public meetings are held. The policy will identify the Title VI Coordinator and include a clear delegation of authority to that individual sufficient to ensure Fulton County Government's compliance. The areas of public posting may include:

<u>Institution</u>	<u>Address</u>	<u>Mailing Address</u>
Fulton County 4-H Association	1009 W 3 <sup>rd</sup> St., Rochester, IN 46975	1009 W 3 <sup>rd</sup> St., Rochester, IN 46975
Fulton County Airport	545 N State Rd 25, Rochester, IN 46975	545 N State Rd 25, Rochester, IN 46975
Germany Bridge County Park	4213 N 375 W, Rochester, IN 46975	125 E 9 <sup>th</sup> St., Rochester, IN 46975
Fulton Co. Public Library, Fulton Branch	7420 Liberty Ave, Fulton, 46931	PO Box 307, Fulton, IN 46931
Fulton Co. Public Library, Rochester Branch	320 W 7 <sup>th</sup> St., Rochester, IN 46975	320 W 7 <sup>th</sup> St., Rochester, IN 46975
Fulton Co. Public Library, Aubbee Branch	7432 Olson Rd, Leiters Ford, IN 46945	PO Box 566, Leiters Ford, IN 46945
Akron Public Library	108 S West St., Akron, IN 46910	PO Box 428, Akron, IN 46910
Kewanna-Union Township Public Library	210 E Main St., Kewanna, IN 46939	PO Box 365, Kewanna, IN 46939
Fulton County Historical Society	37 E 375 N, Rochester, IN 46975	37 E 375 N, Rochester, IN 46975

### **3. Assurances of Nondiscrimination**

The Assurances of Nondiscrimination (Appendix H) of the Title VI Nondiscrimination Policy ensures that whenever Fulton County Government receives federal-aid funds, Fulton County Government will include the following Title VI language in all written agreements:

*“The following individual has been identified as Fulton County’s Title VI Coordinator and is responsible for initiating and monitoring Title VI activities, preparing reports and performing other responsibilities, as required by 23 C.F.R. §200 and 49 C.F.R. § 21.*

*Christina Sriver, Title VI Coordinator  
Fulton County Government  
125 E 9<sup>th</sup> St  
Rochester, IN 46975  
(574) 223-2912  
[auditor@co.fulton.in.us](mailto:auditor@co.fulton.in.us)*

This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the Federal-Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. Fulton County affirms its commitment to nondiscrimination annually by publishing the Title VI Implementation Plan on it’s website at [www.co.fulton.in.us](http://www.co.fulton.in.us).

#### **4. Grievance Procedure and a Complaint Log**

The Grievance Procedure (Appendix I) for complaints of discrimination related to Title VI and all properly submitted complaints of alleged discrimination will promptly investigated by the Title VI Coordinator.

The coordinator will notify INDOT of any complaints within ten (10) days of receipt of the written complaint. The Title VI Coordinator is clearly identified on the Complaint Form with contact information. Each complainant shall receive a copy of the Grievance Procedure upon filing a complaint. The Title VI Coordinator will enter the complaint in the Complaint Log with a case number. The case number shall be in the following format:

(County Number)-(Year)-(4-digit sequence)  
Example: 25-2016-0001

The coordinator will take prompt and reasonable actions to thoroughly investigate concerns and complaints. All complaints will be recorded on a Complaint Log and retained for a minimum of three (3) years. The complaint log will be included in the Annual Goals and Accomplishments Report to INDOT.

#### **5. Complaint Process**

Any individual, who believes they have been subjected to discrimination, may file a complaint with the Fulton County Government Title VI Coordinator. Complaint forms (Appendix J) can be found on Fulton County’s website: [www.co.fulton.in.us](http://www.co.fulton.in.us), or by contacting the Fulton County Government Title VI Coordinator. In order for the complaint to be considered, the complainant must file the appropriate documentation:

- Within 180 days of the alleged act of discrimination; or
- Where there has been a continuing course of alleged discriminatory conduct, on the date which the alleged conduct was discontinued.

Complaints shall be made in writing and shall be signed by the complainant and/or the complainant’s representative. Complaints must contain the following and describe as completely as possible the facts and circumstances surrounding the alleged discrimination:

- Name of the complainant.
- Contact information (telephone number, address, email address)
- Basis for the allegation(s) (i.e., race, color, national origin, marital status, political affiliation, sex, sexual orientation, gender identity, age, mental or physical handicap, religion, income status, or Limited English Proficiency)
- A detailed description of the alleged discrimination (how, when, where & why they believe they were discriminated against including the location(s), name(s) and contact information of all witnesses, if applicable).
- Any other information that is deemed significant

If the complainant is unable or incapable of providing a written statement, a verbal compliant may be made to the Title VI Coordinator. Under these circumstances, the complainant will be interviewed and the coordinator will assist the complainant in completing a written statement. The coordinator retains the right to record the interview and retain an audio copy of the interview on file together with the printed statement.

Within (15) calendar days after receipt of the complaint, the Title VI Coordinator will arrange to speak or meet with the complainant to discuss the complaint and the possible resolutions if applicable. If a complaint is deemed incomplete, additional information will be requested. The complainant has sixty (60) business days to respond to the request for additional information. A complainant's failure to respond to the request within sixty (60) days may result in the administrative closure of the complaint.

If Fulton County Government does not have sufficient jurisdiction to investigate the complaint, the Title VI Coordinator will refer the complaint to the appropriate local, state or federal agency holding such jurisdiction. The coordinator will notify the complainant or their representative, in writing, that the complaint is outside of Fulton County Government's jurisdiction and where the complaint has been referred for further handling.

The Title VI Coordinator will conduct a complete and thorough investigation of complaints inside Fulton County Government's jurisdiction and based upon the information obtained will render a final written response letter to the complainant or their representative by registered mail or hand delivery within sixty (60) business days. The final written response will include a description of the complaint, a summary of the investigation and the findings of such, summaries of all individuals interviewed, and if appropriate, recommendations and resolutions. All written complaints, investigations and responses will be retained by Fulton County Government for at least three (3) years.

A complainant's identity shall be kept confidential except to the extent necessary to complete the investigation. If it is necessary to disclose the complainant's identity to the alleged person who may have discriminated or a third-party, Fulton County Government must first obtain the complainant's written consent. Fulton County Government must also obtain the complainant's written consent before providing a copy of the complaint to any other individual(s) involved with the investigation.

If a complainant is dissatisfied with the final resolution of the complaint, they have the right to file a complaint with:

Department of Justice  
**Federal Coordination and Compliance Section – NWB**  
 Civil Rights Division  
 U.S. Department of Justice

## **6. Title VI Training**

The Title VI Coordinator will attend training provided by INDOT and renewed every 2-3 years. The information received during training will be reviewed with the Liaison Team during a called meeting within thirty (30) days following the training. The coordinator and liaisons will discuss an implementation plan with goals of incorporation of any new regulations passed on during training with INDOT. Department heads/elected officials will be provided with updated education and literature as the coordinator deems necessary.

Department heads, elected officials and employees will be expected to follow the Title VI policy and the guidelines set forth. In addition, Fulton County employees should make every effort to alleviate any barriers to service or public use that would restrict public access or usage, take prompt and reasonable action to avoid or minimize discrimination incidences and immediately notify the Title VI Coordinator, in writing, of any question, complaints or allegations of discrimination.

To ensure Fulton County employees understand their obligations under the new policy, the coordinator will provide the Title VI Implementation Plan, Title VI Policy, Title VI Department Head / Elected Official Verification Form, and Employee Verification Form to each department head and elected official. The department head/elected official will be responsible for distributing the information to their employees and returning the signed forms within (30) days. New employees will be provided with education and literature upon employment and will return a signed acknowledgment form within thirty (30) days of the first day of employment.

To make this information accessible for future reference and reflection, it will be available on the Fulton County website at [www.co.fulton.in.us](http://www.co.fulton.in.us) for all employees as well as the general public.

## **7. Annual Goals & Accomplishments Report**

Fulton County will incorporate Title VI of the Civil Rights Act of 1964, as amended; the Americans with Disabilities Act (ADA) of 1990, as amended; and the Rehabilitation Act of 1973, as amended in the year 2016 upon approval by Fulton County Board of Commissioners by way of a resolution. The Annual Goals and Accomplishments (Appendix L) for the first year of implementation include:

- a. Making training and awareness available to Fulton County Employees online at [www.co.fulton.in.us](http://www.co.fulton.in.us).
- b. Supplying Fulton County Government offices with flashcards (Appendix N) with alternative languages to help identify a non-English speaking individual's preferred language in order to offer translation. These will be printed from the LEP website at <http://www.lep.gov/ISpeakCards2004.pdf>.
- c. Posting the Nondiscrimination Policy at all Fulton County Government locations where public meetings may be held.
- d. Producing a Voluntary Public Survey (Appendix M) to collect local data to be used in the monitoring process. The survey will be made available in the Fulton County Government Building as well as the Fulton County Courthouse. There will be notices to the public to make them aware that this survey is available and the purpose of the survey.
- e. Preparing, for immediate and annual circulation, a Title VI Department Head/Elected Official Verification Form (Appendix F) and an Employee Verification Form (Appendix G) to all Fulton County

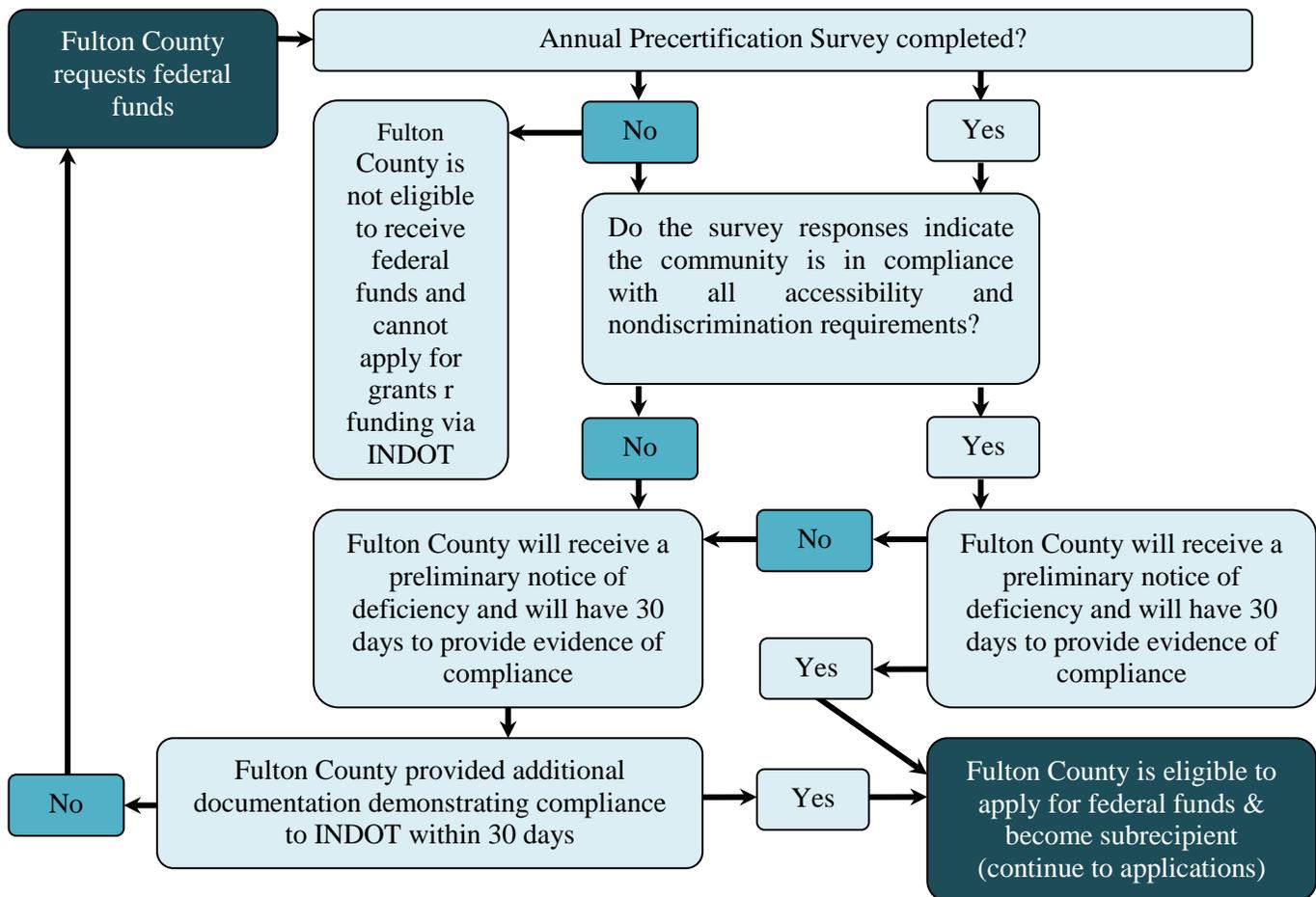
Government department heads/elected officials and/or employees to ensure that the Title VI nondiscrimination policies are being administered in each office.

**8. Monitor for compliance**

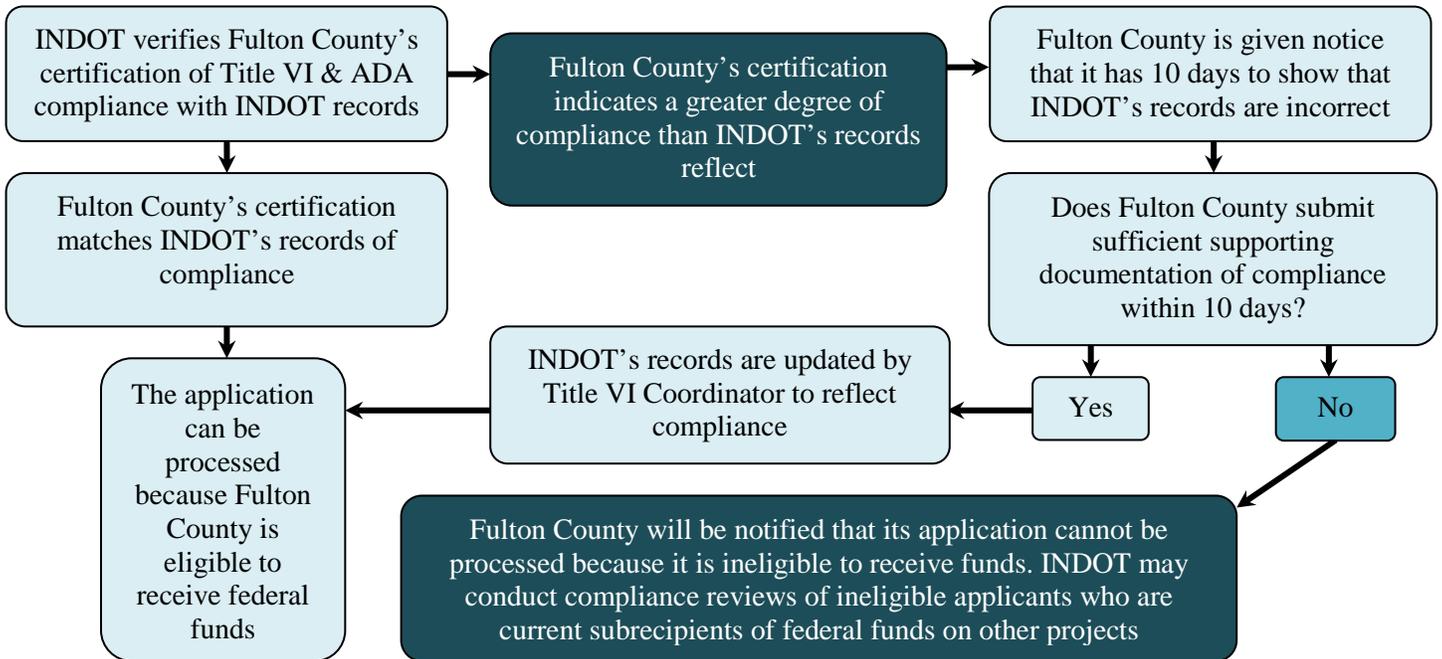
The goal of compliance monitoring is to have all offices of Fulton County Government reviewed into compliance with Title VI and other nondiscrimination requirements. The Title VI Coordinator is responsible for developing procedures for the collection of statistical data (race, color, religion, sex, national origin, etc.) of participants in, and beneficiaries of impacted citizens and affected communities of federally funded programs and activities.

The coordinator will use the Pre-Award Certification and Assurance online survey (<https://itap.indot.in.gov/>) provided by INDOT to monitor compliance of eligibility determinations with the civil rights laws on an ongoing basis. The survey outlines the basic requirements to ensure nondiscrimination in programs and activities provided by Fulton County Government transportation projects and eligibility to receive federal funds. INDOT is responsible for monitoring subrecipients to ensure compliance.

**Eligibility Determinations**



### Applications for Funding



### **9. Contractors, Subcontractors, Vendors & Consultants**

All contractors, subcontractors and vendors who receive payments from Fulton County Government whether or not funding originates from any Federal assistance programs are subject to the provisions of Title VI of the Civil Rights Act of 1964, as amended. Fulton County Government will include Title VI language, as per the Standard INDOT Title VI Assurances Appendix A, B & C as relevant and appropriate, in written agreements and bid notices. Written agreements relevant to Title VI shall not contain any form of discrimination, either written or implied.

### **10. Public Involvement Plan**

The Title VI Coordinator and Title VI Liaison Team will continually be looking for ways to implement public involvement to ensure compliance with state and federal laws and regulations pertaining to public involvement in decision making including Title VI and related non-discrimination laws, rules and regulations. Compliance with Title VI as required by 23 C.F.R. §200 and 49 C.F.R. § 21 is required in which to receive federal funds from INDOT.

Public involvement is welcome at all public Fulton County Board of Commissioner’s meetings and Fulton County Council meetings. Public opinion can be voiced at the meeting during attendance, by mailing a letter to commissioners (according to public notice of agenda) prior to the meeting or by a Voluntary Public Survey (Appendix M).

The survey will be available in Fulton County Government buildings, on its website at [www.co.fulton.in.us](http://www.co.fulton.in.us), and at the bi-monthly Board of Commissioner’s meetings and monthly Fulton County Council meetings. The survey will permit respondents to remain anonymous, while voluntarily answering questions regarding the respondent’s gender, education, age, language, marital status, location and duration of residence, transportation, income, profession and internet accessibility. There will be visible signage making the public aware of the survey. Completed surveys will be retained by the Title VI Coordinator for three (3) years. Awareness of public knowledge will be monitored by community response.

Data shall be collected at the local level reviewing the last three (3) years. Areas of data collection may include but are not limited to: Voluntary Public Survey; Regular round table discussions with the liaison team to discuss risks and encounters; Complaint assessments; Census Bureau Data; LPA public school information; LAP Chamber of Commerce information. Title VI Coordinator will analyze the data to identify any diverse areas and possible discrimination risks including Limited English Proficiency (LEP) and Environmental Justice (EJ). The Title VI Coordinator will report the data in the Annual Report of Goals and Accomplishments using organizational charts.

### **11. Environmental Justice**

Under Executive Order 12898, Fulton County Government will administer and implement its programs, policies and activities that affect human health or the environment so as to identify and avoid "disproportionately high and adverse" effects on minority and low-income populations while ensuring that minority and low-income populations receive an equitable distribution of the benefits to the greatest extent practicable and permitted by law, and consistent with the principles set forth in the report of the National Performance Review.

### **12. Limited English Proficiency (LEP) Plan**

This plan has prepared in accordance with Title VI of the Civil Rights Act of 1964, as amended, which states that no person shall be subjected to discrimination on the basis of race, color or national origin. The purpose of this plan is to help identify reasonable steps for providing language assistance to individuals with limited English proficiency who wish to access services provided by Fulton County Government.

Presidential Executive Order No. 13166, titled "*Improving Access to Services for Persons with Limited English Proficiency*," indicates that individuals treated differently based upon their inability to speak, read, write or understand English is a type of national origin discrimination. Presidential Executive Order 13166 defines limited English proficiency persons as those individuals who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

In order to prepare this plan, the U.S. Department of Transportation's four-factor LEP analysis as utilized to consider the following factors:

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

Using data from the United State Census Bureau (<http://www.census.gov/quickfacts/table/PST045215/18049>) as of July 1, 2014, it is estimated that the population was 20,500 with 7.1% of the population over 5 years of age speaking a language other than English at home. Therefore, it is estimated that 92.9% of the population age 5 and older speak only English. As a breakdown of the other languages spoken are not available through the same source, Fulton County Government will rely on the results of the public survey and other feedback to further monitor and provide accommodations for other languages as the need becomes more evident. Translators are currently called on for court proceedings as needed to translate Spanish.

2. "*The frequency with which LEP persons come in contact with Fulton County Government programs, activities or services.*"

The frequency with which LEP individuals come in contact with any of our programs, activities or services will be assessed by utilization of the Voluntary Public Survey (Appendix M), surveying staff, documenting phone calls and other correspondence in which language barriers existed and tracking

inquiries or requests for language assistance. Based on the results of our research Fulton County has minimal contact with LEP individuals.

3. *“The nature and importance of programs, activities or services provided by Fulton County Government to the LEP population.”*

Language Identification Flashcards will be made available throughout Fulton County Government offices to overcome language barriers resulting in a shorter response time to arrange an interpreter if necessary. Currently E-911 Communications uses a Language Line (Solacom) telephone service to overcome language barriers in emergency situations. The Title VI Coordinator will work with all Fulton County Government offices to make materials available as they become necessary.

4. *“The resources available to Fulton County Government and the overall costs to provide LEP assistance.”*

Interpreters are called on for use in the judicial system periodically for LEP assistance. In 2015 a Spanish-speaking interpreter was paid a total of \$945 and called on average of once a month. No other languages required interpretation in 2015.

The analysis of the four factors suggests that the LEP services that Fulton County Government provides at this time are adequate. Fulton County Government will continue to:

- Offer interpreters as needed free of charge for public meetings, programs and activities if requested within forty-eight (48) hours in advance.
- Continue to utilize the Voluntary Public Survey (Appendix M), survey staff, document phone calls and other correspondence in which language barriers exist and track inquiries and/or requests for language assistance.

### **13. Public Dissemination**

Title VI information shall be displayed in Fulton County Government buildings and all places in which public meetings are held. The name and contact information of the Fulton County Title VI Coordinator will be displayed on the Title VI information.

The Fulton County Title VI plan and policy, which includes the ADA/Section 504 plan, Environmental Justice and Limited English Proficiency (LEP) plan and complaint procedures, is available on the Fulton County Government website at [www.co.fulton.in.us](http://www.co.fulton.in.us). Copies of any of these plans will be provided upon request. LEP individuals may obtain translated copies of these plans upon request. Any questions or comments regarding this plan should be directed to the Title VI Coordinator.

### **14. Community Involvement & Outreach**

Fulton County Government is committed to ensuring that community involvement and outreach is done in a respectful and appropriate manner that will allow for diverse involvement. Public meetings, programs and activities will provide equitable opportunities for participation.

The Fulton County Government and the Fulton County Board of Commissioners meet monthly and those meetings are open to the public, as well as other various Fulton County Government meetings. Any meetings that are open to the public are published on Fulton County Government website’s main page and distributed to local media outlets. All Fulton County Government public meetings are held in locations accessible to individuals with disabilities. Upon request, translators can be provided free of

charge to those individuals with limited English proficiency. Auxiliary aids can also be made available upon request. Requests must be made within forty-eight (48) hours in advance.

### **15. Data Collection**

The Title VI Coordinator shall collect and analyze statistical information regarding demographics to assist in monitoring and ensuring nondiscrimination in all of its programs and activities.

Fulton County Government shall unitize a Voluntary Public Survey (Appendix M) that will be available at all public hearings and meetings. The survey will allow respondents to anonymously respond to questions regarding the respondent's gender, education, age, language, marital status, location and duration of residence, use of public school transportation, number of vehicles owned, income, profession and internet accessibility. There is signage making the public aware of the survey. Completed surveys will be retained by the Title VI Coordinator for three (3) years.

The Title VI Coordinator will also collect and report pertaining statistical data for the past three (3) years as it relates to the number of federally funded projects, complaints filed and the results of those complaints, any requests for language services, demographic statistics and department compliance reviews.

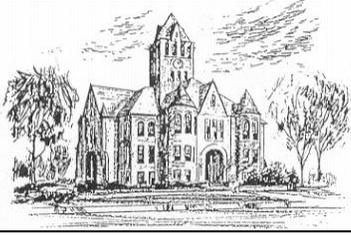
### **16. Section 504/Americans with Disabilities (ADA)**

Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) as amended, and the Americans with Disabilities Act of 1990, as well as any other local, federal and state laws and regulations, Fulton County Government will make every reasonable effort to ensure that no individual with a disability will be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any of Fulton County Government's programs or activities.

For more information regarding Fulton County Government's ADA policy please visit Fulton County Government's website at [www.co.fulton.in.us](http://www.co.fulton.in.us) and select "County Departments," then choose "ADA" to view Fulton County Government's ADA Transition Plan and compliance statement.

### **List of Appendixes**

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Appendix L	Goals and Accomplishments
Appendix M	Voluntary Public Survey
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**TITLE VI NONDISCRIMINATION  
IMPLEMENTATION PLAN & POLICY AND  
ASSURANCES OF NONDISCRIMINATION**  
UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

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Fulton County Government • 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975 • [www.co.fulton.in.us](http://www.co.fulton.in.us)

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## APPENDIX A

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

- (1) **Compliance with Regulations:** The contractor shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, “DOT”) Title 49, Code of Federal Regulations, Part 21, and the Federal Highway Administration (hereinafter “FHWA”) Title 23, Code of Federal Regulations, Part 200 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin, sex, age, and disability/handicap and low income in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR, section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin, sex, age, and disability/handicap and low income.
- (4) **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Indiana Department of Transportation (INDOT) or the FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to INDOT or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, INDOT shall impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - (a) withholding of payments to the contractor under the contract until the contractor complies, and/or
  - (b) cancellation, termination or suspension of the contract, in whole or in part.
- (6) **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

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Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor’s Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government’s Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.

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The contractor shall take such action with respect to any subcontract or procurement as INDOT or the FHWA may direct as a means of enforcing such provisions including sanctions or non-compliance: Provided however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Indiana Department of Transportation to enter into such litigation to protect the interest of the Indian Department of Transportation and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

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Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



**TITLE VI NONDISCRIMINATION  
IMPLEMENTATION PLAN & POLICY AND  
ASSURANCES OF NONDISCRIMINATION**  
UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

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**APPENDIX B**

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

**(GRANTING CLAUSE)**

NOW, THEREFORE, the \_\_\_\_\_, as authorized by law, and upon the condition that the \_\_\_\_\_ will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code of Federal Regulations, the Regulations for the Administration of Federal-Aid Highway Programs and the policies and procedures prescribed by FHWA, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the \_\_\_\_\_ all the right, title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made part hereof.

**(HABENDUM CLAUSE)**

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

The \_\_\_\_\_, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of religion, race, color, or national origin, sex, sexual orientation, gender identify, age, and disability/handicap, and low income 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 \_\_\_\_\_ shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of the Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the \_\_\_\_\_ shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the \_\_\_\_\_ and its assigns as such interest existed prior to this instruction. \*

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

Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



**TITLE VI NONDISCRIMINATION  
IMPLEMENTATION PLAN & POLICY AND  
ASSURANCES OF NONDISCRIMINATION**  
UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

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**APPENDIX C**

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the \_\_\_\_\_ pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.” shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statues – Implementation and Review Procedures, and as said Regulations may be amended.

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

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

[Include in deed.]\*

That in the event of breach of any of the above nondiscrimination covenants, Indiana Department of Transportation shall have the right to re-enter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of INDOT and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by INDOT pursuant to the provisions of Assurance 7(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add “as a covenant running with the land”) that (1) no person on the ground of race, color, national origin, sex, age, disability/handicap, and low income shall 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, sex, age, disability/handicap and low income, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally-assisted

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

Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor’s Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government’s Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.

programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures, and as said Regulations may be amended.

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

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

[Include in deeds]\*

That in the event of breach of any of the above nondiscrimination coventatns, \_\_\_\_\_ shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of \_\_\_\_\_ and its assigns.

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

Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



**TITLE VI NONDISCRIMINATION  
IMPLEMENTATION PLAN & POLICY AND  
ASSURANCES OF NONDISCRIMINATION**  
UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

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**APPENDIX D**

**FULTON COUNTY GOVERNMENT LIAISON TEAM**

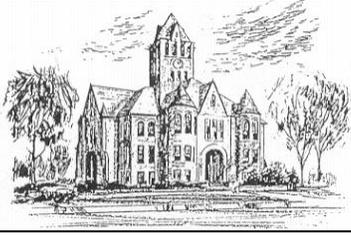
**Title VI Coordinator: Christina Sriver**

**DEPARTMENT**

One (1) member of Board of Commissioners  
One (1) member of County Council  
Sheriff  
ADA Coordinator/Highway Superintendent  
Clerk  
IT / Maintenance Director  
EMA Director  
Auditor  
Rochester City Mayor  
Area Plan Director  
E-911 Director  
HR Director

**MEMBER**

Rick Ranstead  
Randy Sutton  
Chris Sailors  
John Geier  
Teri Furnivall  
Josh Sriver  
Larry Hoover  
Christina Sriver  
Ted Denton  
Casi Cowles  
Gail Karas  
Denise Mattocks



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**TITLE VI NONDISCRIMINATION  
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**APPENDIX E**

**PUBLIC NOTICE OF NONDISCRIMINATION**

Pursuant to Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination if Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures (hereinafter referred to as the Regulations) and other pertinent nondiscrimination authorities and directives, to the end that in accordance with the Act, Regulations, and other pertinent nondiscrimination authorities and directives, no person in the United States shall, on the grounds of race color, or national origin, sex (23 USC 6101), age (42 USC 6101), disability/handicap (29 USC 790) and low income (Executive Order 12898) 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 the Department of Transportation, including the Federal Highway Administration, and **HEREBY GIVES ASSURANCE THAT** it will promptly take any measures necessary to effectuate this agreement. This assurance is required by Title 49 Code of Federal Regulations, subsection 21.7(a)(1) and Title 23 Code of Federal Regulations, section 200.9(a) (1) of the Regulations.

Upon request, **FULTON COUNTY GOVERNMENT** will use its best efforts to provide appropriate auxiliary aids and services to facilitate effective communication for qualified persons with disabilities so that they have an equal opportunity to obtain the same result, to gain the same benefit or to reach the same level of achievement as provided to others. These efforts may include providing qualified sign language interpreters, Brailled documents, modifications to policies and programs and other products and services to make communications accessible to individuals with speech, hearing and vision impairments. **FULTON COUNTY GOVERNMENT** is not required to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden. **FULTON COUNTY GOVERNMENT** will not place a surcharge on qualified individuals with disabilities to cover the cost of providing auxiliary aids, services or reasonable modifications of policies.

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Conformidad con el título VI de la ley de derechos civiles de 1964, 78 campamento 252, 42 U.S.C. 2000D-42 U.S.C. 2000d-4 (en lo sucesivo la ley) y todos los requisitos impusieron por o los que conforme al título 49, código de reglamentos federales (CFR), el Departamento de transporte, subtítulo A, oficina de la Secretaria, 21 parte, no de discriminación si programas del Asistencia Federal del Departamento de transporte-realización del título VI de la ley de derechos civiles de 1964 , Código de regulaciones federales de título 23, parte 200, título VI Programa y estatuas relacionadas – aplicación de procedimientos (en adelante el Reglamento) y las autoridades pertinentes de no discriminación y otras directivas, a fin de que conforme a la ley, reglamentos y otras autoridades pertinentes de no discriminación y directivas, ninguna persona en los Estados Unidos podrá, por motivos de raza color , u origen nacional, sexo (23 USC 6101), edad (42 USC 6101), invalidez/discapacidad (29 USC 790) y ingresos bajos (orden ejecutiva 12898) sean excluidos de la participación, sean negados de los beneficios de, o que estén sujeto a discriminación bajo cualquier programa o actividad en que el destinatario recibe asistencia financiera Federal del Departamento de transporte, incluyendo la Administración Federal de carreteras , y por este medio da garantía de que pronto tendrá las medidas necesarias para efectuar este acuerdo. Esta garantía es necesaria por título 49 código de regulaciones federales, inciso 21.7(a)(1) y título 23 código de regulaciones federales, sección 200.9(a) (1) del Reglamento.

A petición, gobierno del Condado de **FULTON** utilizará sus mejores esfuerzos para proporcionar adecuadas ayudas auxiliares y servicios para facilitar la comunicación efectiva para las personas calificadas con discapacidades para que tengan igualdad de oportunidades para obtener el mismo resultado, para obtener el mismo beneficio o para alcanzar el mismo nivel de logro igual a los demás. Estos esfuerzos pueden incluir proporcionar intérpretes cualificados, documentos de Braille, modificaciones a las políticas y programas y otros productos y servicios para hacer comunicaciones accesibles a personas con impedimentos del habla, audición y visión. No es necesario que el Gobierno del Condado de **FULTON** toma ninguna medida que fundamentalmente alteran la naturaleza de sus programas o servicios o imponer una excesiva carga financiera o administrativa. El Gobierno del Condado de **FULTON** no colocará un suplemento en individuos calificados con discapacidades para cubrir el costo del suministro de auxiliares, los servicios o modificaciones razonables de las políticas.

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Inquires or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, IN, 46975, (574) 223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



**TITLE VI NONDISCRIMINATION  
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**APPENDIX F**

**TITLE VI DEPARTMENT HEAD / ELECTED OFFICIAL VERIFICATION FORM**

Pursuant to Title VI of the Civil Rights Act of 1964, as amended; the Americans with Disabilities Act (ADA) of 1990, as amended; and the Rehabilitation Act of 1973, as amended, Fulton County Government does not discriminate on the basis of race, color, national origin, marital status, political affiliation, sexual orientation, gender identity, age, mental or physical handicap, religion, oncome status, or Limited English Proficiency (LEP), or exclude from participation in, deny the benefits of, or be otherwise subject to discrimination under any program or activity conducted by Fulton County Government regardless of whether those programs and activities are Federally-funded or not.

As head of a department or elected official of Fulton County Government I will uphold and apply the Nondiscrimination Policy and inform employees under my direction that they too should work to prevent and alleviate any barriers to service or public use that would restrict public access or usage and take prompt and reasonable action to avoid or minimize discrimination incidences. I will keep in my office a copy of the *Title VI Nondiscrimination Implantation Plan & Policy and Assurances of Nondiscrimination* and follow any new policies implemented as deemed necessary by INDOT. I verify all of the above with my signature below.

\_\_\_\_\_  
Employee Name (printed)

\_\_\_\_\_  
Department

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI complaint process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



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**APPENDIX G**

**TITLE VI EMPLOYEE ACKNOWLEDGEMENT FORM**

Pursuant to Title VI of the Civil Rights Act of 1964, as amended; the Americans with Disabilities Act (ADA) of 1990, as amended; and the Rehabilitation Act of 1973, as amended, Fulton County Government does not discriminate on the basis of race, color, national origin, marital status, political affiliation, sexual orientation, gender identity, age, mental or physical handicap, religion, oncome status, or Limited English Proficiency (LEP), or exclude from participation in, deny the benefits of, or be otherwise subject to discrimination under any program or activity conducted by Fulton County Government regardless of whether those programs and activities are Federally-funded or not.

As an employee of Fulton County Government I will uphold and apply the Nondiscrimination Policy during my range of employment. Fulton County Government employees should work to prevent and alleviate any barriers to service or public use that would restrict public access or usage and take prompt and reasonable action to avoid or minimize discrimination incidences. By signing I also acknowledge receipt of the Nondiscrimination Policy within my Policy Handbook upon employment. I certify that I have read and agree to abide the Nondiscrimination Policy as a good practice of employment.

\_\_\_\_\_  
Employee Name (printed)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Department

\_\_\_\_\_  
Department Head / Elected Official Signature

\_\_\_\_\_  
Date

Inquiries or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, Indiana, 46975, (574)223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI complaint process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



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**TITLE VI NONDISCRIMINATION  
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## APPENDIX H

### TITLE VI ASSURANCES OF NONDISCRIMINATION

The **Fulton County Government** (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation and the Federal Highway Administration, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures (hereinafter referred to as the Regulations) and other pertinent nondiscrimination authorities and directives, to the end that in accordance with the Act, Regulations, and other pertinent nondiscrimination authorities and directives, no person in the United States shall, on the grounds of race color, or national origin, sex (23 USC 6101), age (42 USC 6101), disability/handicap (29 USC 790) and low income (Executive Order 12898) 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 the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by Title 49 Code of Federal Regulations, subsection 21.7(a)(1) and Title 23 Code of Federal Regulations, section 200.9(a) (1) of the Regulations, copies of which are attached.

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

1. That the Recipient agrees that each “program” and each “facility as defined in 49 CFR subsections 21.23(e) and (b) and 23 CFR 200.5(k) and (g) of the Regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal-Aid Highway Programs and, in adapted form in all proposals for negotiated agreements:

The recipient in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes, issued pursuant to such Acts,

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Inquires or complaints regarding a protected class should be directed to Christina Srivier, Title VI Coordinator, Fulton County Auditor’s Office, 125 E 9<sup>th</sup> Street, Rochester, IN, 46975, (574) 223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government’s Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.

hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, sexual orientation, gender identify, age, disability/handicap, religion and/or low income in consideration for an award.

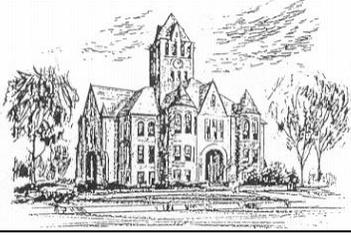
3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Acts and the Regulations.
4. That the Recipient shall insert the clauses of Appendix B of this assurance, 'as a covenant running with the land', in any deed from the United States effecting a transfer of real property structures or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal-Aid Highway 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 involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

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

\_\_\_\_\_  
Sherry Fulton, President of Fulton County Commissioners

\_\_\_\_\_  
Date

Inquires or complaints regarding a protected class should be directed to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9<sup>th</sup> Street, Rochester, IN, 46975, (574) 223-2912, [Auditor@co.fulton.in.us](mailto:Auditor@co.fulton.in.us). Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.



**TITLE VI NONDISCRIMINATION  
IMPLEMENTATION PLAN & POLICY AND  
ASSURANCES OF NONDISCRIMINATION**  
UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964,  
THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1992  
AND SECTION 504 OF THE REHABILITATION ACT OF 1973

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**APPENDIX I**

**GRIEVANCE / COMPLAINT PROCEDURE**

Fulton County Government will take prompt and reasonable actions to thoroughly investigate concerns and complaints. Any individual, who believes they have been subjected to discrimination, may file a complaint with the Fulton County Government Title VI Coordinator. Complaint forms (Appendix E) can be found on Fulton County's website: [www.co.fulton.in.us](http://www.co.fulton.in.us), or by contacting the Fulton County Government Title VI Coordinator. In order for the complaint to be considered, the complainant must file the appropriate documentation:

- Within 180 days of the alleged act of discrimination; or
- Where there has been a continuing course of alleged discriminatory conduct, on the date which the alleged conduct was discontinued.

Complaints shall be made in writing and shall be signed by the complainant and/or the complainant's representative. Complaints must contain the following and describe as completely as possible the facts and circumstances surrounding the alleged discrimination:

- Name of the complainant.
- Contact information (telephone number, address, email address)
- Basis for the allegation(s) (i.e., race, color, national origin, marital status, political affiliation, sex, sexual orientation, gender identity, age, mental or physical handicap, religion, income status, or Limited English Proficiency)
- A detailed description of the alleged discrimination (how, when, where & why they believe they were discriminated against including the location(s), name(s) and contact information of all witnesses, if applicable).
- Any other information that is deemed significant

If the complainant is unable or incapable of providing a written statement, a verbal complaint may be made to the Fulton County Government Title VI Coordinator. Under these circumstances, the complainant will be interviewed and the Fulton County Government Title VI Coordinator will assist the complainant in completing a written statement. The Title VI Coordinator retains the right to record the interview and retain an audio copy of the interview on file together with the printed statement.

Within sixty (60) calendar days after receipt of the complaint, the Title VI Coordinator will conduct an investigation of the allegation based on the information provided and issue a written report of its findings to the complainant. If a complaint is deemed incomplete, additional information will be requested. The complainant has sixty (60) business days to respond to the request for additional

information. A complainant's failure to respond to the request within sixty (60) days may result in the administrative closure of the complaint.

If Fulton County Government does not have sufficient jurisdiction to investigate the complaint, the Title VI Coordinator will refer the complaint to the appropriate local, state or federal agency holding such jurisdiction. The Title VI Coordinator will notify the complainant or their representative, in writing, that the complaint is outside of Fulton County Government's jurisdiction and where the complaint has been referred for further handling.

The Title VI Coordinator will conduct a complete and thorough investigation of complaints inside Fulton County Government's jurisdiction and based upon the information obtained will render a final written response letter to the complainant or their representative by registered mail or hand delivery within sixty (60) business days. The final written response will include a description of the complaint, a summary of the investigation and the findings of such, summaries of all individuals interviewed, and if appropriate, recommendations and resolutions. All written complaints, investigations and responses will be retained by Fulton County Government for at least three (3) years (Appendix E).

A complainant's identity shall be kept confidential except to the extent necessary to complete the investigation. If it is necessary to disclose the complainant's identity to the alleged person who may have discriminated or a third-party, Fulton County Government must first obtain the complainant's written consent. Fulton County Government must also obtain the complainant's written consent before providing a copy of the complaint to any other individual(s) involved with the investigation.

If a complainant is dissatisfied with the final resolution of the complaint, they have the right to file a complaint with:

Department of Justice  
**Federal Coordination and Compliance Section – NWB**  
Civil Rights Division  
U.S. Department of Justice  
950 Pennsylvania Avenue, N.W.  
Washington, D.C., 20530

These procedures do not deny the right of any individual to file a formal complaint with any government agency or affect an individual's right to seek private counsel for any complaint alleging discrimination. Complaints may also be filed with the following government agencies:

Indiana Department of Transportation  
Economic Opportunity Division  
100 N. Senate, Room N750  
Indianapolis, IN 46204  
Phone: (317) 233-6511

Indiana Civil Rights Commission  
100 N. Senate Ave., Room N103  
Indianapolis, IN 46204  
Toll Free: 1 (800) 628-2909  
Phone: (317) 232-2600  
Fax: (317) 23206560  
Hearing Impaired: 1 (800) 743-3336

Indianapolis District EEOC Office  
101 West Ohio Street, Ste 1900  
Indianapolis, IN 46204  
Phone: (800) 669-4000  
Fax: (317) 226-7953  
TTY: 1 (800) 669-6820



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**APPENDIX J**

**TITLE VI NONDISCRIMINATION COMPLAINT**

Name: \_\_\_\_\_ Date submitted: \_\_\_\_\_

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

Phone: (cell) \_\_\_\_\_ Email: \_\_\_\_\_  
(home) \_\_\_\_\_

• **Are you filing this complaint on your own behalf?**

Yes  No  (If "yes", go to next section)

If not, please supply the name and relationship of the person for whom you are complaining

\_\_\_\_\_

Please explain why you have filed for a third party: \_\_\_\_\_

\_\_\_\_\_

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Yes  No

• **Have you previously filed a Title VI complaint with this agency?**

Yes  No

• **Who do you believe discriminated you?**

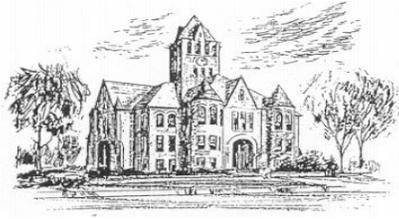
Name: \_\_\_\_\_ Department: \_\_\_\_\_

• **When and where did the alleged discrimination occur?**

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

Please return this completed form to Christina Sriver, Title VI Coordinator, Fulton County Auditor's Office, 125 E 9th Street, Rochester, IN, 46975, (574) 223-2912, Auditor@co.fulton.in.us. Fulton County Government will investigate all complaints in accordance with Fulton County Government's Title VI compliant process and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.





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<b>APPENDIX K</b>							Report Year
<b>TITLE VI NONDISCRIMINATION COMPLAINT LOG</b>							
Name						Case No.	
Address							
Race	Color	National Origin	Sex	Age	Disability/Handicap	Income Status	
Nature of Complaint (Attach additional sheets as necessary)							
Recipient (Processor of Complaint)			Date Filed		Date Investigation Completed		Date of Disposition
Disposition (Attach additional sheets as necessary)							



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**APPENDIX L**

**ANNUAL ASSESSMENT AND ACCOMPLISHMENTS FOR 2016**

The Title VI Coordinator (coordinator) has prepared a *Title VI Policy* and a *Title VI Implementation Plan* and a Resolution approve the policy and plan is currently pending Fulton County Commissioner approval.

The coordinator will meet with the liaison team to review the plan and policy, once approved, to ensure compliance is met and implemented as the policy states. The plan includes the following steps to be executed following an approved Resolution:

- Post the Nondiscrimination Policy in Fulton County Government buildings in which public meetings are held. These areas may include:

<u>Institution</u>	<u>Address</u>	<u>Mailing Address</u>
Fulton County 4-H Association	1009 W 3 <sup>rd</sup> St., Rochester, IN 46975	1009 W 3 <sup>rd</sup> St., Rochester, IN 46975
Fulton County Airport	545 N State Rd 25, Rochester, IN 46975	545 N State Rd 25, Rochester, IN 46975
Germany Bridge County Park	4213 N 375 W, Rochester, IN 46975	125 E 9 <sup>th</sup> St., Rochester, IN 46975
Fulton Co. Public Library, Fulton Branch	7420 Liberty Ave, Fulton, 46931	PO Box 307, Fulton, IN 46931
Fulton Co. Public Library, Rochester Branch	320 W 7 <sup>th</sup> St., Rochester, IN 46975	320 W 7 <sup>th</sup> St., Rochester, IN 46975
Fulton Co. Public Library, Aubbee Branch	7432 Olson Rd, Leiters Ford, IN 46945	PO Box 566, Leiters Ford, IN 46945
Akron Public Library	108 S West St., Akron, IN 46910	PO Box 428, Akron, IN 46910
Kewanna-Union Township Public Library	210 E Main St., Kewanna, IN 46939	PO Box 365, Kewanna, IN 46939
Fulton County Historical Society	37 E 375 N, Rochester, IN 46975	37 E 375 N, Rochester, IN 46975

- Distribute the plan, policy, and acknowledgment forms to all department heads/elected officials for all employees to sign and return
- Post the plan and policy on the Fulton County website: [www.co.fulton.in.us](http://www.co.fulton.in.us)
- Post training materials on the Fulton County website and inform department heads/elected officials
- Distribute the Voluntary Public Survey
- Continue to collect data and analyze the results

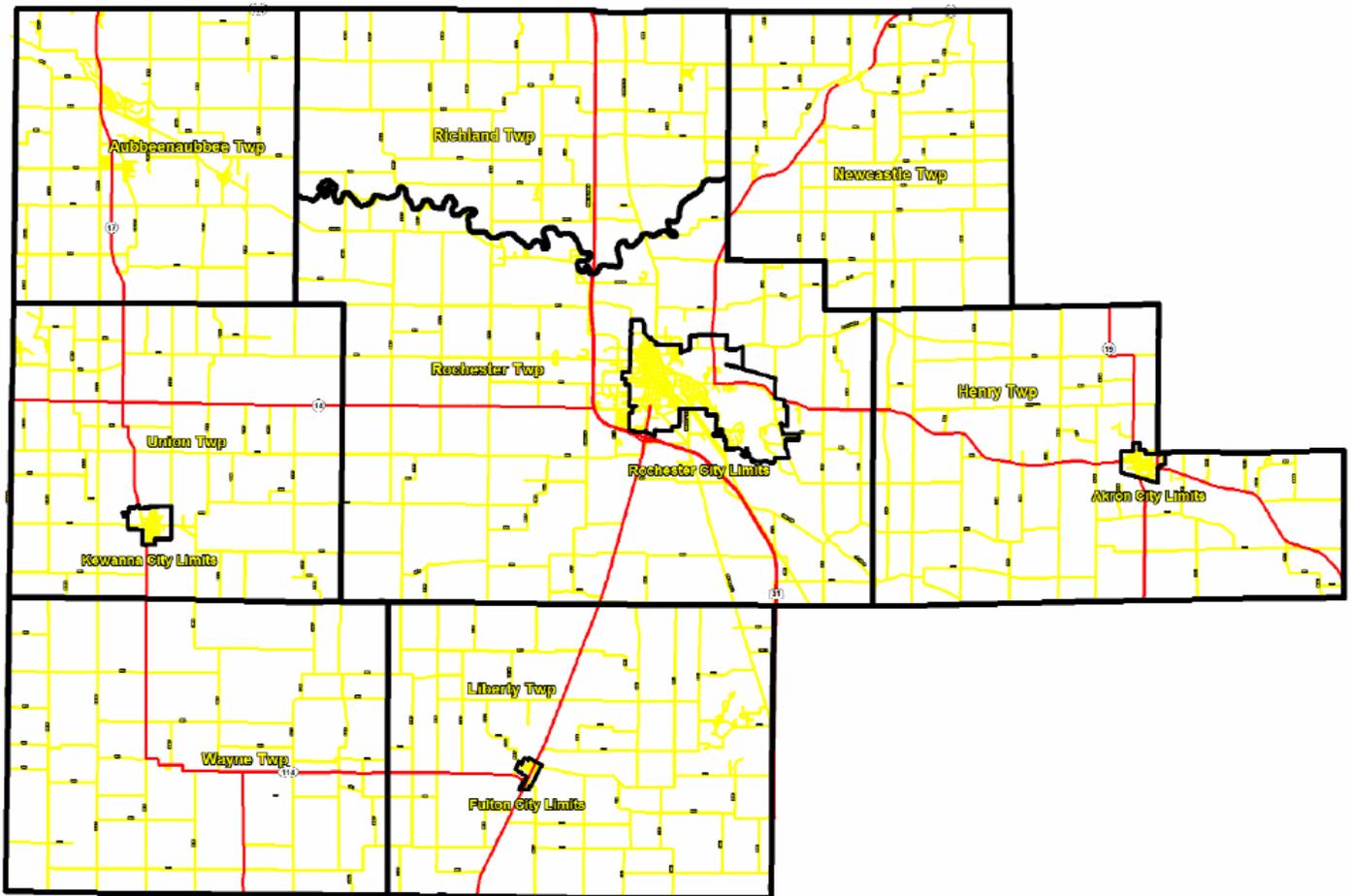
## Training

The style of training that will best suit the majority of employees will be discussed (including materials and type) with the Liaison Team and the materials will be prepared and dispersed following. The training will be reported on the 2017 Annual Goals and Implementation report.

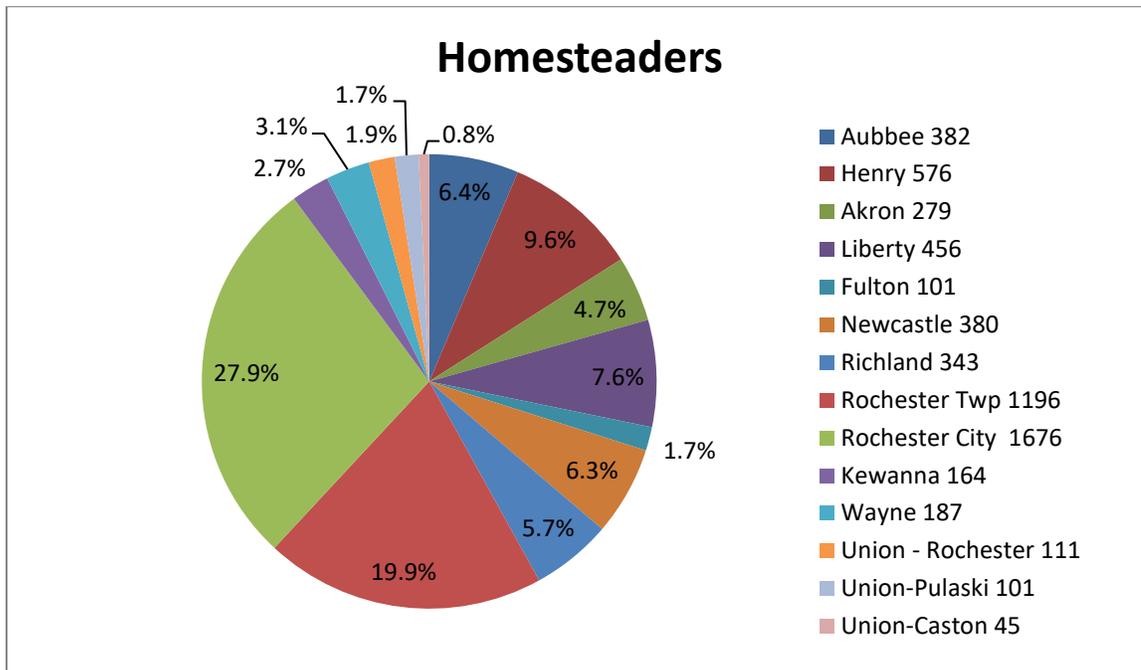
## Complaints

As this is the launch of the Title VI Nondiscrimination Implementation Plan & Policy there have been no grievances to report at this time.

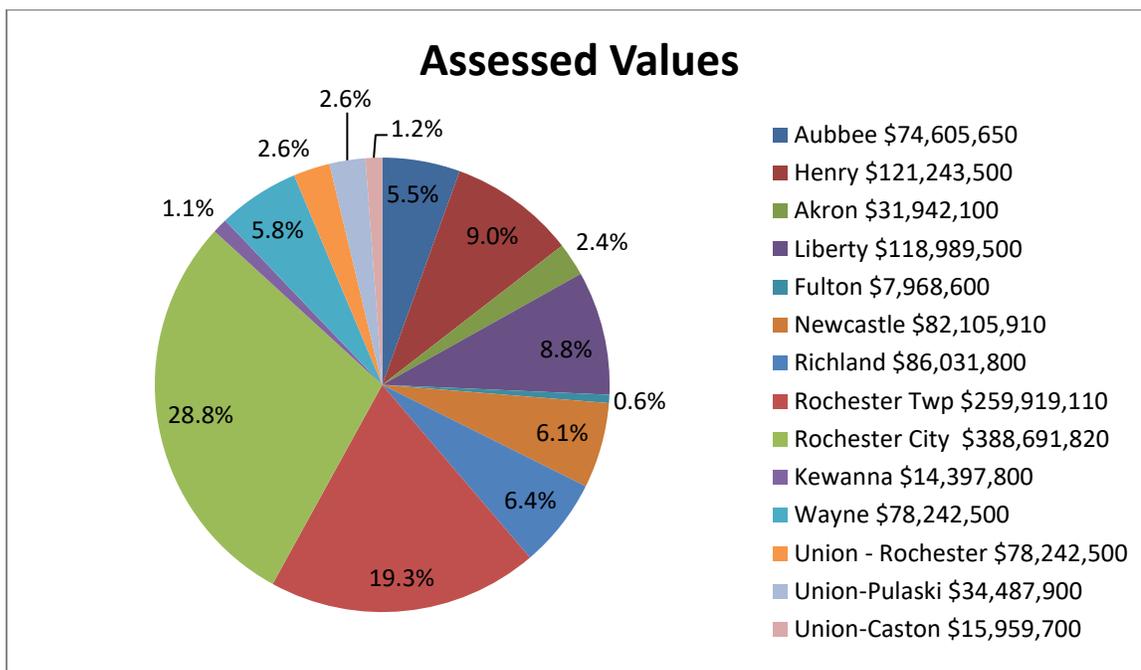
## Data Collection



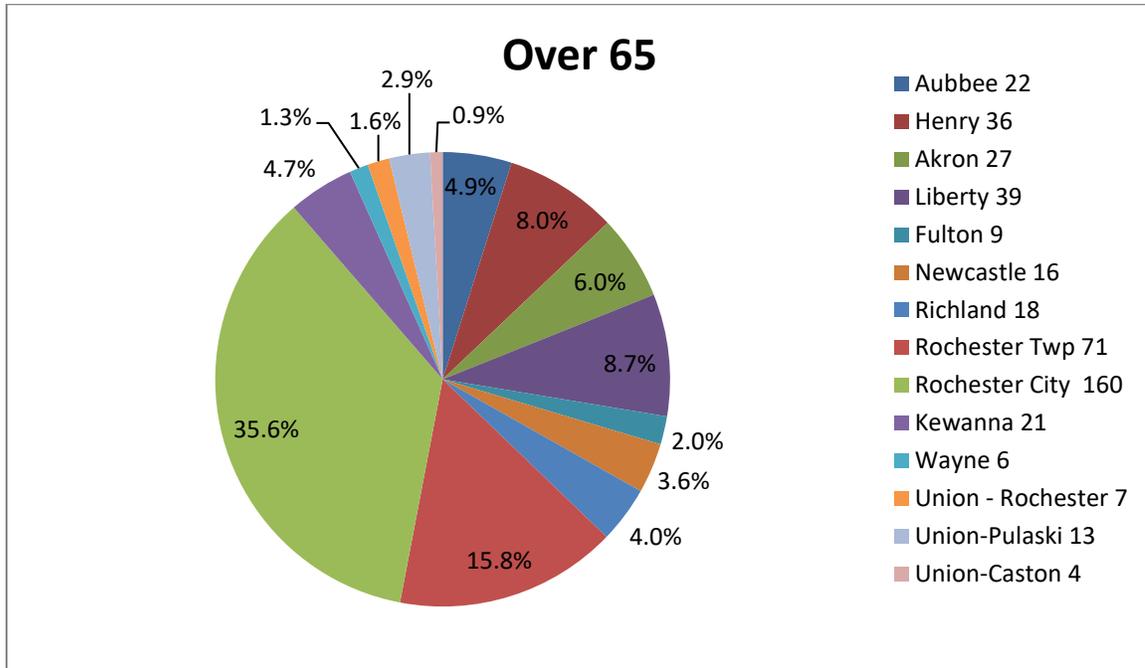
Relevant deductions based on the protected classes of Title VI were used to expose areas of possible Environmental Justice and/or areas vulnerable to discrimination. Because a homestead deduction is the most commonly filed deduction to claim and is only eligible for the address resident, it was used as a basis of analysis to determine population based on residents who own and reside in their home in each township. The results are shown below:



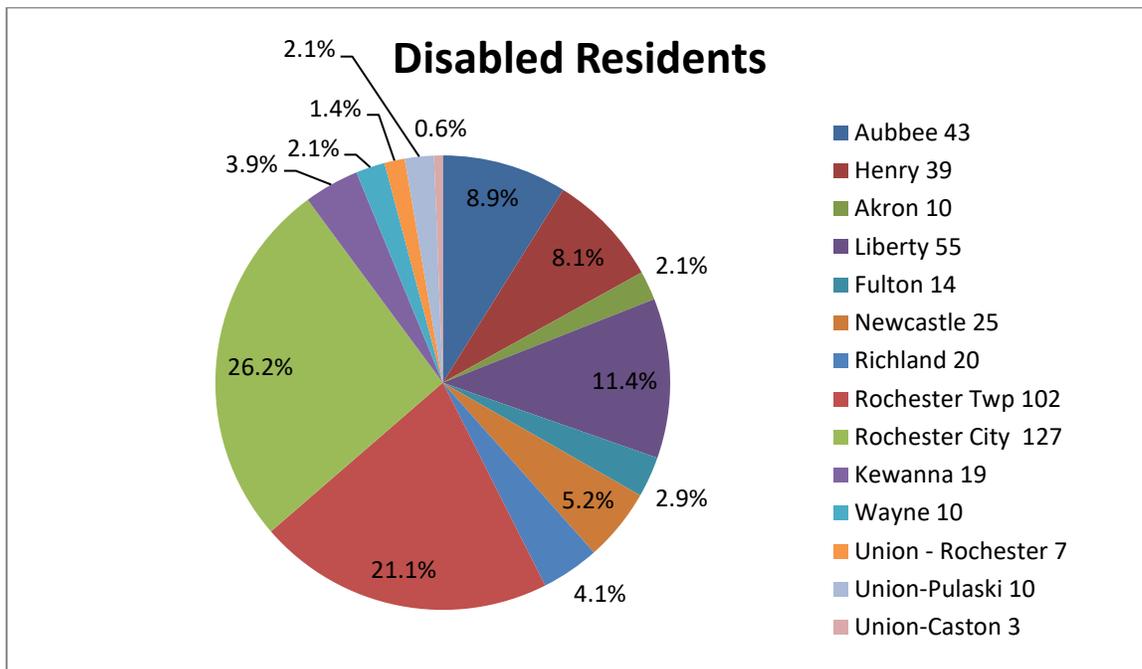
Assessed Values could also show what areas of the county are the most valuable, alternately detecting possible areas of environmental favoritism and revealing areas that may be susceptible to environmental injustice:



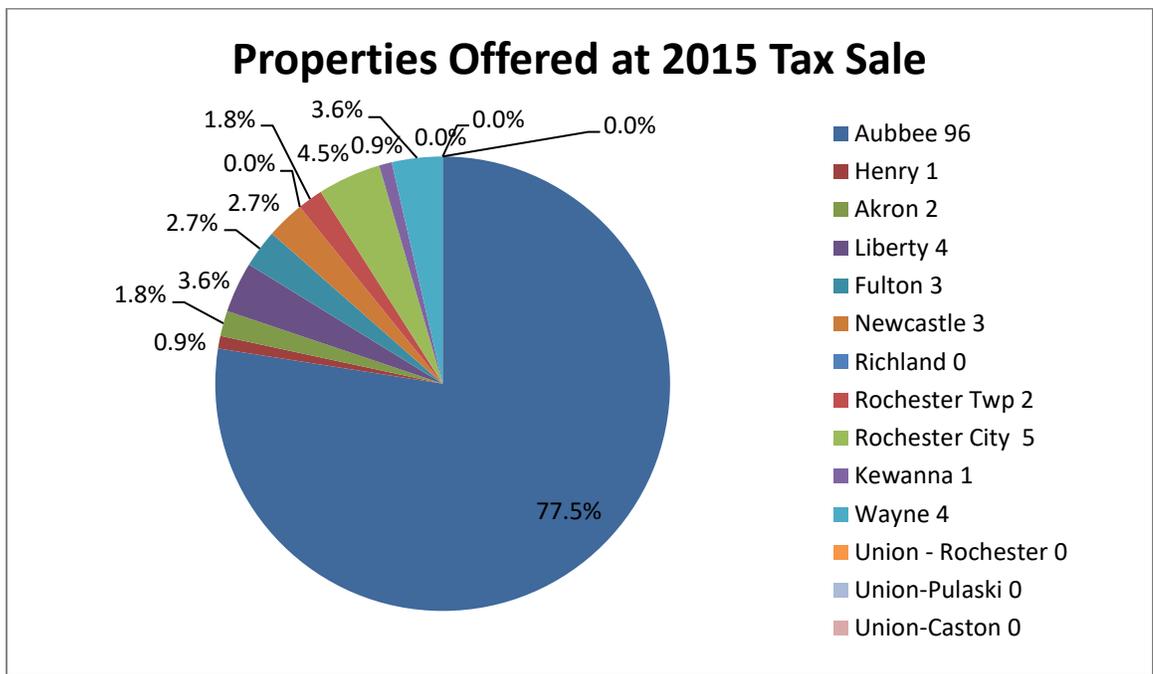
Of the owners who also reside in their home, the amount of the population that has applied for the Over 65 deduction would be an indicator of where the elderly reside in the following townships:



Disabled deductions could be a representation of the amount of disabled residents in an area:

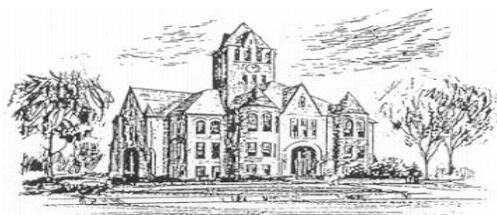


Properties that were offered on the last tax sale could point to possible distressed areas of the county:



As the Title VI Liaison Team reviews these areas and collects additional data as necessary, other areas to be considered will also be discussed and reported.

The condition of the roads was reviewed and reported in the Pavement Surface Evaluation Study and Asset Management Plan prepared by the Fulton County Highway Department. That study will be a source of evaluation for the Liaison Team to discuss.



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**APPENDIX M**

**VOLUNTARY PUBLIC SURVEY**

In order to better meet the needs of the public, please fill out this survey and return to the Auditor's Office.

• **Gender**

- Male  Female

• **Highest level of education**

- Grammar School  Some College  Doctoral Degree  
 High school diploma or GED  Bachelor's Degree  Professional Degree  
 Vocational/technical school  Master's Degree  Other  
 Some college

• **Age Group**

- 18-29  60-69  
 30-39  70-79  
 40-59  80+

• **What is your primary language?**

• **If English is not your primary language, how well do you speak english?**

- Very well  Well  Not Well  Not at all

• **What is your race?**

• **What is your marital status?**

- Divorced  Separated  
 Living with another  Single  
 Married  Widowed

• **What township do you reside in?**

- Aubbeenaubbee  Rochester Township  
 Henry  Rochester City  
 Akron  Kewanna  
 Liberty  Wayne  
 Fulton  Union-Rochester  
 Newcastle  Union-Pulaski  
 Richland  Union-Caston

• **How long have you lived there?**

- Less than 1 year  11-20 years  
 1-5 years  21-39 years  
 6-10 years  40+ years

• **Do you own or rent your home?**

Own  Rent

• **How many people are in your household?**

\_\_\_\_\_ persons

• **How many people in your household are disabled or blind?**

\_\_\_\_\_ persons

• **How many children use the school's bus service to travel to/from school?**

To: \_\_\_\_\_ From: \_\_\_\_\_

• **How many cars does your household own?**

\_\_\_\_\_ cars

• **What is your current household income?**

- under \$10,000
- \$10,000-\$19,999
- \$20,000-\$29,999
- \$30,000-\$39,999
- \$40,000-\$49,999
- \$50,000-\$74,999
- \$75,000-\$99,999
- \$100,000-149,999
- \$150,000-249,999
- Over \$250,000

• **How far do you travel for work?**

- 0-5 miles
- 6-10 miles
- 11-20 miles
- 21-30 miles
- 31-50 miles
- 51+ miles

• **Which of the following best describes your role in industry?**

- Upper management
- Middle management
- Junior management
- Administrative staff
- Supportive Staff
- Student
- Unemployed
- Trained professional
- Skilled laborer
- Consultant
- Temporary employee
- Researcher
- Self-employed
- Other:

• **How long have you been at your current job?**

- 0-6 months
- 7-11 months
- 1-4 years
- 5-9 years
- 10-19 years
- 20+ years

• **Do you have internet access at your residence?**

Yes  No

• **How frequently do you access the internet?**

- Never used it
- Daily
- Weekly
- Monthly

• **Comments**

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This survey is distributed by the Title VI Coordinator to collect local data. The information collected in this survey will help recognize the needs of Fulton County and provide public access as necessary regardless of race, color, national origin, sex, sexual orientation, gender identity, age, disability, religion, income status, or Limited English Proficiency. If you feel you have been discriminated against within a protected class you have the right to file a complaint with the Title VI Coordinator: Christina Sriver, Fulton County Auditor's Office, 125 E 9th Street, Rochester, Indiana, 46975, (574)223-2912, auditor@co.fulton.in.us, www.co.fulton.in.us