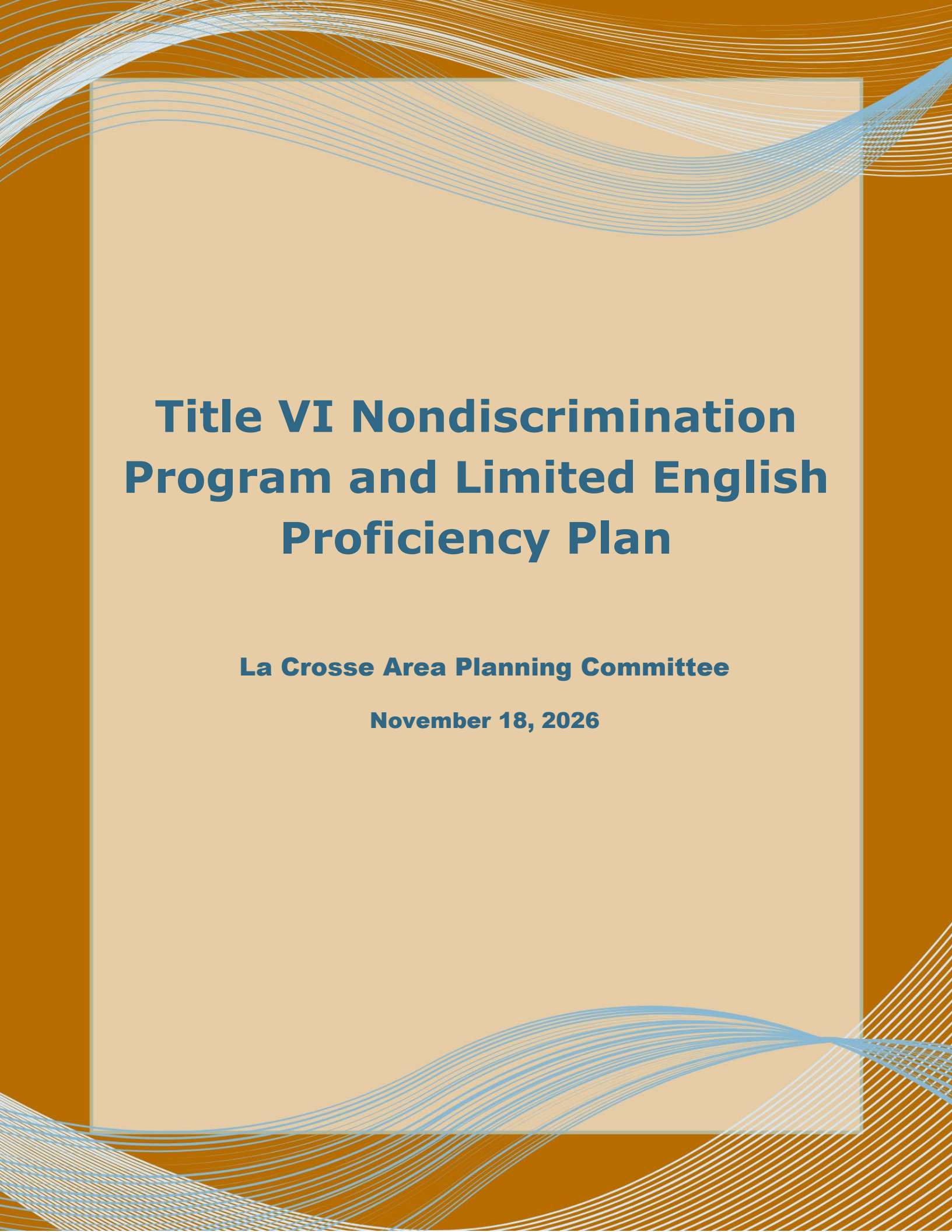




Title VI Nondiscrimination Program and Limited English Proficiency Plan

La Crosse Area Planning Committee

November 18, 2026

Title VI Nondiscrimination Program and Limited-English Proficiency (LEP) Plan

CONTACTS:

All questions, comments, or requests for documents and services may be directed to:

Bob Gollnik, Executive Director
Phone: (608) 785-5977
Email: rgollnik@lacrossecounty.org

La Crosse Area Planning Committee
La Crosse County Administrative Center
212 6th St N, Room 1600, La Crosse, WI 54601

This LAPC *Title VI Nondiscrimination Program and Limited-English Proficiency (LEP) Plan* and other LAPC documents, meeting minutes and agendas, and other information may also be obtained on our website at www.lacrossecounty.org/MPO

Si se necesita informacion en otro idioma de contacto (608) 785-5977.

Yog hais tias cov lus qhia uas yuav tsum tau nyob rau hauv lwm hom lus, hu rau (608) 785-5977.

This *Title VI Nondiscrimination Program and Limited-English Proficiency (LEP) Plan* is funded in part through grants from the Federal Highway Administration and Federal Transit Administration, Wisconsin Department of Transportation, and Minnesota Department of Transportation. The views and opinions of the authors expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation or other funding agencies.



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Introduction

La Crosse Area Planning Committee (LAPC), as a recipient of federal financial assistance, is committed to ensuring that no person is excluded from the participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, sex, age, or disability in any and all programs, activities or services administered by LAPC in accordance with Title VI of the Civil Rights Act of 1964¹ and related nondiscrimination authorities.

This plan explains how the LAPC incorporates the requirements of Title VI and related legal authorities into its operations. The plan will be used as a reference for the LAPC and an information resource for the public. The plan will be updated every three years to reflect changes in Title VI compliance operations.

General Requirements

The general requirements outlined in [FTA Circular 4702.1B](#), Title VI Requirements and Guidelines for Federal Transit Administration applicable to LAPC are as follows:

- A. Providing Title VI assurances and Implementation Plan Agreement
- B. Preparing and submitting a Title VI Program
- C. Notifying beneficiaries of protection under Title VI
- D. Developing Title VI/Nondiscrimination complaint procedures and complaint form
- E. Recording and reporting Title VI/Nondiscrimination investigations, complaints, and lawsuits
- F. Promoting inclusive public participation
- G. Minority representation on planning and advisory bodies
- H. Providing meaningful access to Limited-English Proficient (LEP) persons

Contents of Title VI Program

As a recipient of USDOT Federal Transit Administration (FTA) funding, per [FTA Circular 4702.1B](#) **LAPC** is required to prepare a Title VI/ADA Nondiscrimination Plan with the following elements:

- Policy Statement, Log of Plan Updates, Contact Information/Program Administration
- Notice of Nondiscrimination (**Appendix 1**)
- Complaint Procedure (**Appendix 2**)
- Complaint Log (**Appendix 3**)
- Complaint Form (**Appendix 4**)
- Public Involvement Plan (**Appendix 5**)
- Limited English Proficiency (LEP) Plan (**Appendix 6**)
- Language Assistance Tools (**Appendix 7**)
- Demographic Representation Information (**Appendix 8**)
- MPO Demographic Data and Analysis (**Appendix 9**)

¹ **Title VI of the Civil Rights Act of 1964** states “No person in the United States shall, on the grounds of race, color or national origin, be excluded from, participation in, denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” – [Title 42 USC Section 2000d](#)

- Translated Vital Documents – Spanish and Hmong (**Appendix 10**)
 - Notice of Nondiscrimination
 - Complaint Procedure
 - Complaint Form
- Evidence of Policy Approval (Appendix 12)

Providing Title VI Assurances

The LAPC Title VI Assurances included with this program is in **Appendix 11**.

Plan Updates – Activity Log

LAPC will review its Title VI Plan on an annual basis to determine if modifications are necessary. The table below outlines the Title VI/ADA Plan reviews/revisions made by LAPC.

Table 1 Plan Updates – Activity Log

Date	Activity (Review/Update/Addendum/ Adoption/Distribution)	Person Responsible	Notes
11/18/2026	Update and approved by Policy Board; noticed and posted to website	Erin Duffer	Revisions include updated Complaint Form, updated Language Assistance Plan and Demographic Representation Information with current US Census data.
5/17/2023	Update approved by Policy Board; noticed and posted to website	Peter Fletcher (retired)	Revisions include status updates on LEP encounters, complaints, and requests; update of complaint procedure; addition of LEP Tools appendix.
10/18/2020	Update approved by Policy Board; noticed and posted to website	Peter Fletcher (retired)	Revisions include reviewing and analyzing LEP encounters, US Census data, providing a status update on investigations and lawsuits, and public outreach efforts.
9/20/2017	Update approved by Policy Board; noticed and posted to website	Tom Faella (retired)	Revisions include reviewing and analyzing LEP encounters, US Census data, providing a status update on investigations and lawsuits, and public outreach efforts.
11/19/2014	First Plan approved by Policy Board; noticed and posted to website	Tom Faella (retired)	

Contact Information/Program Administration

Chief Executive

LAPC's Chief Executive will ensure compliance with [Title VI of the Civil Rights Act of 1964 \(42 U.S.C. 2000d\)](#) and the U.S. Department of Transportation implementing regulations.

Name: Bob Gollnik
Email: rgollnik@lacrossecounty.org
Phone: (608) 785-5977

Civil Rights Coordinator

LAPC's Civil Rights Coordinator ensures Title VI/ADA Nondiscrimination in accordance with LAPC's federally funded transportation activities. The Civil Rights Coordinator has other duties and responsibilities in addition to Title VI/ADA Nondiscrimination.

Name: Erin Duffer
Email: eduffer@lacrossecounty.org
Phone: (608) 785-5597

This position has a direct reporting relationship and access to the LAPC's Chief Executive.

The Civil Rights Coordinator is responsible for initiating, monitoring, and ensuring compliance with LAPC's nondiscrimination requirements, including the following activities:

- ✓ Program Administration
 - Ensure compliance with federal Title VI/ADA Nondiscrimination requirements.
 - Develop and implement LAPC's Title VI/ADA Nondiscrimination Plan.
 - Update and maintain Title VI/ADA Nondiscrimination policies and procedures.
- ✓ Complaints
 - Review, track, investigate and close Title VI/ADA Nondiscrimination complaints.
- ✓ Employee Training
 - Educate staff on Title VI/ADA Nondiscrimination requirements and procedures.
- ✓ Reporting
 - Prepare and submit Title VI/ADA Nondiscrimination reports per state and federal regulations.
- ✓ Public Dissemination
 - Notify the public of LAPC's Nondiscrimination requirements via LAPC's public area, on its website, in vehicles, etc.
- ✓ Oversight
 - Ensure contractors and lessees adhere to Title VI/ADA Nondiscrimination requirements.

Notice of Nondiscrimination

[FTA Title VI Circular 4702.1B](#) requires LAPC as a recipient of federal financial assistance to notify the public of its obligations under U.S. DOT Title VI regulations and the protections against discrimination afforded to them by Title VI.

Title VI and ADA regulations require LAPC to inform the public of their rights under Title VI and ADA by posting a *Notice of Nondiscrimination*. The *Notice of Nondiscrimination* should be posted in the following locations: agency website and public areas of the agency office.

The public notice must include a statement of nondiscrimination, information on how to request additional information about the agency's Title VI and ADA obligations, including information on how to file a complaint, the location of the complaint form, etc., and information on how to request Title VI and ADA information in another language.

LAPC's *Notice of Nondiscrimination* is provided in the following locations:

- ✓ Agency website (www.lacrossecounty.org/MPO)
- ✓ Public area of the agency office (room 1600, La Crosse County Administrative Center, 212 6th St N, La Crosse, WI)

On English versions of the *Notice of Nondiscrimination*, a sentence is included in Spanish and Hmong to contact LAPC at (608) 785-5597 if additional information is needed in another language.

To view a copy of LAPC's *Notice of Nondiscrimination*, please see **Appendix 1**.

Complaint Procedure, Complaint Log, and Complaint Form

LAPC, as a recipient of federal financial assistance, must develop a procedure for investigating, tracking, and resolving Title VI/ADA Nondiscrimination complaints and make the procedures available to the public upon request.

Any person, group or firm that believes they've been discriminated against on the basis of race, color, national origin, sex, age, or disability by LAPC may file a civil rights complaint.

Scope of Civil Rights Complaints

The scope of civil rights complaints covers all internal and external LAPC activities. Complaints can originate as a result of project and program impacts on individuals or groups. Examples include social and economic impacts such as access to programs, activities and services, failure to maintain facilities and vehicles, traffic, noise, air quality, and accidents.

LAPC's complaint procedure shown in **Appendix 2** is available in the following locations:

- ✓ Agency website, either as a reference in the *Notice of Nondiscrimination* or in its entirety (www.lacrossecounty.org/metropolitan-planning-organization/ada-and-title-vi)
- ✓ Agency office (room 1600, La Crosse County Administrative Center, 212 6th St N, La Crosse WI)

Civil Rights Investigations

Recipients of federal financial assistance are required to maintain a list of any complaints alleging discrimination. The list shall include the date the civil rights complaint, investigation, or lawsuit was filed, a summary of the allegation(s), the status of the complaint, investigation, or lawsuit, actions taken by the recipient in response, and final actions related to the complaint, investigation, or lawsuit.

Appendix 3 is LAPC's *Complaint Log* procedure and tracking mechanism to investigate, track and resolve complaints.

Since the last update of this Title VI/ADA Nondiscrimination Plan, there has been no transportation related civil rights investigations, complaints, or lawsuits filed with the LAPC.

Complaint Form

LAPC's *Complaint Form* is shown in **Appendix 4**.

Public Involvement Plan

Recipients of federal financial assistance are required to develop a public involvement plan that includes outreach strategies and participation techniques to engage the public including minority, low-income, and limited English proficient (LEP) populations, as well as a summary of outreach efforts made since the last Title VI/ADA Nondiscrimination Plan.

While traditional means of seeking public involvement may not reach all individuals, or might not allow for meaningful avenues of input, the intent of this effort is to take reasonable actions to provide opportunities for historically underserved populations to participate in transportation decision making efforts.

LAPC's *Public Involvement Plan* is shown in **Appendix 5**.

Limited English Proficiency (LEP) Plan

Recipients of federal financial assistance are required to develop and implement a plan to ensure accessibility to its programs and services for persons who are not proficient in the English Language. [FTA Circular 4702.1B – Title VI Requirements and Guidance for FTA Recipients](#) provides guidance and instructions for plan development.

LAPC's *Limited English Proficiency (LEP) Plan* is shown in **Appendix 6**.

The LEP Plan outlines the policies and procedures LAPC uses to address the needs of LEP persons wanting to participate in LAPC transportation services.

Translated vital documents (Notice of Nondiscrimination, Complaint Procedure and Complaint Form), if applicable are attached in **Appendix 10**.

Demographic Representation Information

LAPC understands that diverse representation on boards, councils, and committees results in sound policy reflective of the needs of the entire population. [FTA Title VI Circular 4702.1B](#) requires recipients which have transportation-related, non-elected boards, advisory council or committees, or similar bodies, to report membership of these committees broken down by race and include a description of efforts made to encourage participation. LAPC's *Demographic Representation Information* is shown in **Appendix 8**.

MPO Demographic Data and Analysis

MPOs are responsible for conducting planning activities that comply with 49 U.S.C. Section 5303, Metropolitan Transportation Planning, as well as subpart C of 23 CFR part 450, Metropolitan Transportation Planning and Programming, for a specified metropolitan planning area. As part of its Title VI Nondiscrimination Plan, MPOs are required to include the following information shown in **Appendix 9**.

- ✓ A demographic profile of the metropolitan area that includes identification of the locations of minority populations in the aggregate.
- ✓ A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process.
- ✓ Demographic maps that overlay the percent minority and non-minority populations as identified by Census or ACS data, at Census tract or block group level, and charts that analyze the impacts of the distribution of State and Federal funds in the aggregate for public transportation purposes, including Federal funds managed by the MPO.
- ✓ An analysis of impacts identified above identifies any disparate impacts on the basis of race, color, or national origin, and, if so, determines whether there is a substantial legitimate justification for the policy that resulted in the disparate impacts, and if there are alternatives that could be employed that would have a less discriminatory impact.

Appendix 1

Notice of Nondiscrimination to the Public

LAPC's *Notice of Nondiscrimination* is posted in the following areas:

- ✓ Agency website (www.lacrossecounty.org/MPO)
- ✓ Public area of the agency office (room 1600, La Crosse County Administrative Center, 212 6th St N, La Crosse, WI)

Notice of Nondiscrimination La Crosse Area Planning Committee

- ✓ LAPC is committed to ensuring that no person is excluded from the participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, sex, age, or disability in any and all programs, activities, or services administered by the LAPC in accordance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities.
- ✓ Any person who believes they've been aggrieved by any unlawful discriminatory practice may file a complaint with LAPC.
- ✓ For information on LAPC's civil rights program, procedures to file a complaint, or request a reasonable modification contact Erin Duffer, eduffer@lacrossecounty.org, (608) 785-5597, (for hearing impaired, please use [Wisconsin Relay 711](https://www.wisconsin.gov/711) (1-800-947-6644) or visit our administrative office at 212 6th St N, Room 1600, La Crosse, WI 54601.
- ✓ Information is also available online at: www.lacrossecounty.org/MPO.
- ✓ A complaint may also be filed directly with the following:
 - Wisconsin Department of Transportation (WisDOT), Senior Title VI and ADA Coordinator, Phone: (608) 266-8129, TTY (800) 947-3529, Fax: (608)267-3641, Email: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 53705. For more information, visit <https://wisconsindot.gov/Pages/doing-bus/civil-rights/titlevi-ada/filingcomplaint.aspx>
 - U.S. Department of Transportation, Federal Highway Administration (FHWA), Office of Civil Rights, 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Phone: 202-266-0693, FHWA.TitleVIcomplaints@dot.gov
 - U.S. Department of Transportation, Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590, Phone: 1-888-446-4511 or 711(Relay), email: FTACivilRightsCommunications@dot.gov
- ✓ If information is needed in another language, contact (608) 785-5597.
Si se necesita informacion en otro idioma de contacto, (608) 785-5597.
Yog muaj lus qhia ntxiv rau lwm hom lus, hu rau (608) 785-5597.

Appendix 2

Complaint Procedure

If information is needed in another language, contact (608) 785-5597.

Si se necesita informacion en otro idioma de contacto, (608) 785-5597.

Yog muaj lus qhia ntiv rau lwm hom lus, hu rau (608) 785-5597.

Overview

LAPC is committed to ensuring that no person is excluded from, participation in, denied the benefits of, or otherwise subjected to discrimination on the basis of race, color, national origin, sex, age, or disability in any and all programs, activities or services administered by LAPC in accordance with Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities.

Right to File Complaints

LAPC uses the following procedures for prompt processing of all civil rights complaints relating to any program, activity or service administered by LAPC or its contractors, consultants, and lessors receiving Federal financial assistance. These procedures do not deny the right of the Complainant to file formal complaints with other state or federal agencies or seek private counsel for complaints alleging discrimination.

Any individual, group of individuals, or entity that believes they have been subjected to discrimination or retaliation prohibited by Title VI nondiscrimination provisions by LAPC may file a complaint with the following:

1. LAPC, Erin Duffer, Title VI Coordinator at (608) 785-5597, (for hearing impaired, please use Wisconsin Relay 711 service - <https://wisconsinrelay.com>; email eduffer@lacrossecounty.org; or visit our administrative office at 212 6th St N, Room 1600, La Crosse, WI 54601.
2. Wisconsin Department of Transportation (WisDOT), Taqwanya Smith, Senior Title VI and ADA Coordinator, Phone: (608) 266-8129, TTY (800) 947-3529, Fax: (608)267-3641, Email: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 535705. For more information, visit the [WisDOT Title VI-ADA website](#).
3. U.S. Department of Transportation, Federal Highway Administration (FHWA), Office of Civil Rights. 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Phone: (202) 366-0693, email: FHWA.TitleVIcomplaints@dot.gov
4. U.S. Department of Transportation, Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590, Phone: 1-888-446-4511 or 711(Relay), email: FTACivilRightsCommunications@dot.gov

Procedures

Any person who believes they've been discriminated against may file a complaint by completing and submitting LAPC's *Complaint Form*.

This civil rights complaint procedure may also be used by LAPC to address, resolve, and close general complaints.

Every effort will be made to obtain early resolution of complaints at the lowest possible level. The option of informal mediation meeting(s) between the affected parties and LAPC Title VI Coordinator may be utilized for resolution, at any stage of the process. LAPC Title VI Coordinator will make every effort to pursue a resolution of the complaint.

Complaints can be submitted to LAPC in writing via email or by phone. Complainants are encouraged to complete the *Complaint Form*. Complaints received by telephone will be transcribed to writing and provided to the Complainant for confirmation or revision before processing.

Complaints should contain the following information:

- ✓ The Complainant's contact information, including, if available: full name, postal address, phone number, and email address.
- ✓ The basis of the complaint (e.g., race, color, national origin, disability, etc.).
- ✓ The dates of the alleged discriminatory act(s) and whether the alleged discrimination is ongoing.
- ✓ The names of specific persons or respondents (e.g., agencies/organizations) alleged to have discriminated.
- ✓ Sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives federal financial assistance.

Complaints received will be acknowledged and processed, once the Complainant's intent to proceed with the complaint has been established.

Investigation of Complaints

Complaints in which LAPC is named as the Respondent (i.e., the recipient/entity for which a complaint of discrimination has been filed) shall be forwarded to the appropriate State or Federal agency for proper disposition, in accordance with their procedures.

LAPC will assume responsibility for investigating complaints against any of its contractors, consultants, lessors, etc.

To be accepted, a civil rights complaint must meet the following criteria:

1. The complaint should be filed within **180** calendar days of the alleged occurrence or when the alleged discrimination became known to the Complainant.
2. The allegation(s) should address a nondiscrimination protection such as race, color, national origin, disability, etc.
3. The allegation(s) must involve a program or activity of a federal-aid recipient, contractor, consultant, or lessor.

LAPC reviews and determines the appropriate action regarding every complaint.

When a complaint is received, LAPC will provide written acknowledgment to the Complainant within **14** business days. The Complainant is notified of the proposed action to be taken to process the allegation(s). The notification letter/email shall contain:

- ✓ The basis for the complaint.
- ✓ A brief statement of the allegation(s) over which the LAPC has jurisdiction.
- ✓ An indication of when the parties will be contacted.

The investigation conducted by LAPC consists of a personal interview with the Complainant(s). Information gathered in this interview includes but is not limited to information completed on the *Complaint Form*.

If more information is needed to address the complaint, LAPC may contact the Complainant. If a complaint is deemed incomplete or if additional information is requested, the Complainant will be provided **7** business days to submit the required information. Failure to do so may be considered good cause for a determination of no investigative merit.

Within **30** business days of the acceptance of the complaint, LAPC will prepare an investigative report. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendation for disposition. Only reasonably qualified and trained investigators should conduct the investigation.

After LAPC reviews the complaint, one of two (2) letters and will be issued to the Complainant: a closure letter or a letter of finding (LOF).

- ✓ A closure letter summarizes the allegations and states there was not a civil rights violation and that the case will be closed.
- ✓ A letter of finding (LOF) summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur.

If the Complainant wishes to appeal the decision, the Complainant has **20** business days after the date of the letter of finding to do so.

Dismissal

A civil rights complaint may be recommended for dismissal for the following reasons:

1. The Complainant requests withdrawal of the complaint.
2. The Complainant fails to respond to repeated requests for additional information needed to process the complaint.
3. The Complainant cannot be located after reasonable attempts.

List of Complaints

LAPC shall maintain a Complaint Log outlining the list of complaints, investigations and lawsuits alleging discrimination. The list shall include the date the civil rights complaint, investigation, or lawsuit was filed, a summary of the allegation(s), the status of the complaint, investigation, or lawsuit, actions taken by LAPC in response, and final findings related to the complaint, investigation, or lawsuit.

LAPC will submit a log of all Title VI complaints received, and any additional pertinent records to the WisDOT, Title VI Office, as requested.

For more information, contact:

LAPC, Title VI Coordinator
Erin Duffer
eduffer@lacrossecounty.org
(608) 785-5597

Appendix 3

Complaint Log

List of Complaints, Investigations and Lawsuits²

LAPC maintains a log to track and resolve transportation related civil rights complaints, investigations, and lawsuits.

Check One:

- X** Since the last update of this Title VI/ADA Nondiscrimination Plan, there have been no transportation related civil rights investigations, complaints, or lawsuits filed with LAPC.
- The table below has no entries because the LAPC does not have transportation related civil rights complaints, investigations, or lawsuits.

There have been transportation-related civil rights investigations, complaints and/or lawsuits filed against us. *See list below. Attach additional information as needed.*

Note: The performance measure for tracking when an investigation begins and when it's administratively closed is documented in the **Complaint Log** table below. LAPC will strive to complete the investigation within the timeframe specified in its **Complaint Procedure**.

Table 2 List of Complaints, Investigations, and Lawsuits

Type Complaint Investigation Lawsuit	Date Complaint Received (Month, Day, Year)	Complainant's Contact Information Name/Phone/ Email/Address	Basis of Complaint ³	Summary Complaint Description	Action Taken/ Final Outcome if Resolved List dates of action steps including the dates complaint/ investigation begins and is administratively closed.	Status Open/ Closed

² **Lawsuit:** The protected class under Title II is disability. The protected classes under Title VI are Race, Color and Nation Origin.

³ **Basis of Complaint:** Specify Race, Color, National Origin, Disability, Sex, Age, Other.

Appendix 4

Complaint/Comment Form

We want your feedback. If you would like to submit a complaint or comment, please complete this form, and submit it via email to Erin Duffer, eduffer@lacrossecounty.org or in person at the address below.

LAPC

212 6th St N, Room 1600
La Crosse, WI 54601

You may also call us at (608) 785-5597. Please make sure to provide your contact information in order to receive a response.

Section A: Accessible Format Requirements

Please check the preferred format for this document

☐ Large Print	☐ TDD or Relay	☐ Audio Recording	☐ Other (if selected please state what type of format you need in the box below)
--------------------------------------	---------------------------------------	--	---

Click or tap here to enter text.

Section B: Contact Information

Name <input type="text"/>	Telephone Number (including area code) <input type="text"/>
Address <input type="text"/>	City <input type="text"/>
State <input type="text"/>	Zip Code <input type="text"/>

Email Address

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

If no, please provide the name and relationship of the person for whom you are complaining and why you are completing the form on their behalf in the box below.

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

Section C: Type of Comment

What type of comment are you providing? Please check which category best applies.

☐ Complaint	☐ Suggestion	☐ Compliment	☐ Other
------------------------------------	-------------------------------------	-------------------------------------	--------------------------------

Which of the following describes the nature of the comment? Please check one or more of the check boxes.

☐ Race	☐ Color	☐ National Origin	☐ Religion
☐ Age	☐ Sex	☐ Transportation Service	☐ Income Status
☐ Limited English Proficient (L.E.P)		☐ Americans with Disability Act (A.D.A)	

Section D: Comment Details

Please answer the questions below regarding your comment

What was the date of the occurrence?	Click to add date in the following format: Day, month, year
What was the time of the occurrence?	Click to add the time
What is the name or identification of the employee or employees involved?	Click or tap here to enter text.
What is the name or identification of others involved, if applicable?	Click or tap here to enter text.
Where was the location of the occurrence?	Click or tap here to enter text.
Please add any additional descriptive details about the incident.	Click or tap here to enter text.

In the box below, please explain as clearly as possible what happened and why you believe you were discriminated against.

Click or tap here to enter text.

Section E: Follow-up

May we contact you if we need more details or information?	☐ Yes	☐ No
--	------------------------------	-----------------------------

If yes, how would you best liked to be reached? Please select your preferred form of contact below

☐ Phone	☐ Email	☐ Mail
--------------------------------	--------------------------------	-------------------------------

If you would prefer to be contacted by phone, please list the best day and time to reach you.

Click here to add your preferred time

Click here to add your preferred day

Have you filed a complaint with any other federal, state, or local agencies?

☐ Yes

☐ No

If yes, list agencies and contact information (agency name, address, email, phone).

Click or tap here to enter text.

Section F: Desired Outcome

Please list below, what steps you would like taken to address the conflict or problem.

Click or tap here to enter text.

Section G: Signature

Please attach any documents you have which support the allegation. Then date and sign this form and send it to the La Crosse Area Planning Committee.

Name Click or tap here to enter text.

Date: Click to add date in the following format: Day, month, year

Signature Click or tap here to enter text.

Appendix 5

Public Involvement Plan

The purpose of the **Public Involvement Plan** is to establish procedures that allow for, encourage, and monitor participation of all citizens within LAPC service area including low income and minority individuals, persons with disabilities, and those with limited English proficiency (LEP).

While traditional means of soliciting public involvement may not reach such individuals, or might not allow for meaningful avenues of input, the intent of the **Public Involvement Plan** is to take reasonable actions to provide opportunities for historically underserved populations to participate in transportation decision making efforts.

Goal

The goal of public involvement is to offer opportunities for the engagement of all citizens within LAPC service area to participate in the development of plans, programs, and services.

Strategies

To promote public participation, LAPC uses the following strategies, as appropriate.

- Coordination and Consultation
 - Coordinate and consult with partners, stakeholders, program participants and their caregivers, and the public affected by the distribution of state and federal transit grant programs.
 - Seek guidance and input from WisDOT on public involvement mechanisms and strategies.
 - Maintain an electronic distribution list of all potential program participants, partners, stakeholders, etc.
- Accessibility and Information
 - Meetings
 - Adhere to state and federal public hearing requirements.
 - Provide general notifications of meetings, particularly forums for public input, in a manner that is understandable to all populations in the area.
 - Hold meetings in locations which are accessible and reasonably welcoming to all area residents with efforts to engage low-income, minority, LEP, and disabled community members.
 - Employ different meeting sizes and formats.
 - Provide avenues for two-way flow of information and input from populations which are not likely to attend meetings.
 - Make public information available in electronically accessible formats.
 - Use social media in addition to other resources to gain public involvement.
 - Use radio, television, newspaper ads on stations and in publications in the service area that serve LEP populations. Outreach may also include audio programming available on podcasts.
 - Expand traditional outreach methods by visiting grocery stores/markets and restaurants, community centers, libraries, faith-based institutions, local festivals, etc.

- Timeliness
 - Provide timely information about state and federal grant programs to affected program participants, the public, partner agencies, and other interested parties.
 - Provide adequate notice of public involvement activities and time for public review and comment.
- Public Comment
 - Work openly and diligently to incorporate public comments received and to notify respondents of final plans, reports, programs, etc.
 - Provide for early, frequent and continuous engagement by the public
- Social/Environmental Justice
 - Seek and consider the needs of traditionally underserved populations by participating in outreach efforts that address the needs of minority persons, the elderly, persons with disabilities, LEP individuals, and low-income households.
 - Determine what non-English languages and other cultural barriers exist to public participation within the service area.
- Training
 - Participate in training to continuously improve the knowledge and understanding of civil rights principles.
- Evaluation
 - Document and maintain records of public outreach efforts.
 - Review the effectiveness of public participation activities.
 - Seek new ways to provide public input opportunities.

Participation Techniques

The LAPC will use the following participation techniques as deemed appropriate. Participation techniques will be reviewed and modified each year, as necessary. If new techniques are tried and found to be successful, this list will be updated to include the new techniques.

- Booth at Community events (craft fair, festival, farmers market, parades, etc.)
- Advisory meetings and committees
- Direct mailings (letters, fliers, etc.)
- Website and social media
- Project-specific newsletter articles
- Public information meetings
- Legal advertisements
- Presentations to community partners, citizens/residents, etc.
- Press releases, meetings with local media representatives
- Surveys (telephone, internet, and public information meetings)
- Work with partner organizations

Public Outreach Activities

LAPC maintains a log/record of the various types of outreach activities it uses to promote public participation. On an annual basis, **LAPC** reviews its log of outreach activities to determine if additional or different strategies are needed to promote public participation.

The direct public outreach and involvement activities conducted by **LAPC** are summarized below. Information collected on the size, location, meeting format, number of attendees, etc. as well as the scope of the distribution method (e.g., information posted to social media, fliers in grocery stores and community centers, etc.) will be used for future planning efforts.

Table 3 Summary of Outreach Activities

Summary of Outreach Activities					
Event Date	Name of Event/Activity	Date Publicized and Communication Method (Public Notice, Posters, Social Media, etc.)	Outreach Method (Meeting, Focus Group, Survey, etc.)	Members Responsible	Notes
Ongoing	Social Media and County Newsletter	Website and social media materials	Website and social media materials	LAPC and La Crosse County Staff	
Ongoing	Policy Board meeting notice	Bi-monthly; public notice emailed and on website	Public Meeting	LAPC staff	Policy Board website
Ongoing	Technical Advisory Committee (TAC) meeting notice	Bi-monthly; public notice emailed and on website	Public Meeting	LAPC staff	TAC website
Ongoing	Committee on Transit and Active Transportation (CTAT) meeting notice	Bi-monthly; public notice emailed and on website	Public Meeting	LAPC staff	CTAT website
Fall 2024	Metropolitan Transportation Plan (MTP) survey	Advertised on websites, email, social media, news outlets, and flyers	Online survey and comment map; print available	Consultants and LAPC staff	MTP website
November 2024	MTP focus groups	Cia Siab Inc. (Hmong-speaking), Centro Latino (Spanish-speaking), La Crosse County Housing Authority (staff)	Focus groups, presentations, interactive activities, paper surveys, etc.	Consultants and LAPC staff	MTP website
Fall 2024	MTP pop-ups	In person at various locations: University of Wisconsin-La Crosse, Holmen Area Community Center, Bingo Night event with Beer by Bike Brigade in Onalaska	Informational booth, interactive board, survey, handouts, prizes, etc.	Consultants and LAPC staff	MTP website
November 2024	MTP open house	Advertised on websites, email, social media, news outlets, and flyers	In-person open house; posters, presentations, activities, brochures, flyers	LAPC staff	MTP website

Summary of Outreach Activities

Event Date	Name of Event/Activity	Date Publicized and Communication Method (Public Notice, Posters, Social Media, etc.)	Outreach Method (Meeting, Focus Group, Survey, etc.).	Members Responsible	Notes
November 2024	MTP open house news article	TV News Story on local TV channel	TV/online	LAPC staff	News article
October 2026 – May 2026	Comprehensive Safety Action Plan (CSAP) survey & online comment map	Advertised on websites, email, social media, news outlets, and flyers	Online survey and comment map	Consultant firm & LAPC staff	
October 2025	Comprehensive Safety Action Plan (CSAP) pop-ups	In person at various locations: University of Wisconsin-La Crosse, Western Technical College, Holmen Area Community Center, Bingo Night event with Beer by Bike Brigade in Onalaska	Informational booth, interactive board, survey, handouts, etc.	Consultant firm & LAPC staff	
October 2025	Week Without Driving Bike Ride with Elected Officials	Advertised on websites, email, and social media	Bike ride in La Crosse discussing safety concerns and mobility challenges	LAPC staff	
November 2025	CSAP news article	TV news story on local TV channel	TV/online	LAPC staff	News article
Winter 2025	CSAP presentation at member-communities' board meetings	Member-community town, village, and city halls; publicly noticed agendas	In-person presentation and flyers	LAPC staff	
March 2026	<i>Street Smarts: Designing Safe Streets for Everyone</i> presentation	La Crosse Library Mondays at Main; 55+ audience	In-person presentation	LAPC staff	
July 2026	Regional Transit Development Plan survey	Advertised on websites, email, social media, news outlets, and flyers	Online survey	LAPC staff	
August 2026	ADRC Senior Picnic tabling	In-person event	Informational booth	LAPC and La Crosse County Staff	
October 2026	Week Without Driving Bike Ride with Elected Officials	Advertised on websites, email, and social media	Bike ride in La Crosse discussing safety concerns and mobility challenges	LAPC staff	

Appendix 6

Limited English Proficiency (LEP) Plan

Overview

[Title VI of the Civil Rights Act of 1964, 42 U.S.C 2000d, et seq](#) and its implementing regulations state that no person shall be subjected to discrimination on the basis of race, color, or national origin. The denial of language assistance services can be evidence of discrimination on the basis of national origin or disability under some circumstances.

Recipients of federal financial assistance are required to implement language assistance in accordance with guidelines of the federal agency from which the funds are provided. [FTA Circular 4702.1B – Title VI Requirements and Guidance for FTA Recipients](#) provides guidance and instructions for language assistance plan development.

The US DOT “[Policy Guidance Concerning Recipients’ Responsibilities to LEP Persons](#)” discusses the concept of “safe harbor” with respect to the requirements for translation of written materials. The *Safe Harbor Threshold* is calculated by dividing the population estimate for a language group that “Speaks English less than very well” by the total population of the county. The *Limited English Proficiency (LEP) Safe Harbor Threshold* provision stipulates that for each LEP group that meets the LEP language threshold (5% or 1,000 individuals, whichever is less, of the population to be served) LAPC must provide translation of vital documents (e.g., Notice of Nondiscrimination, Complaint Procedure and Complaint Form) in written format for non-English speaking persons.

Plan Summary

LAPC has identified reasonable steps for providing language assistance for persons with limited English proficiency who wish to access services provided by LAPC.

This plan outlines how to identify a person who may need language assistance, how to inform persons language assistance is available, the ways in which assistance may be provided, and staff training.

Plan Components

As a recipient of federal US DOT funding, LAPC is required to take reasonable steps to ensure meaningful access to programs and activities by LEP persons.

This plan includes the following elements:

1. The results of the *Four Factor Analysis*, including a description of the following:
 - ✓ **Demography** of LEP persons in the service area
 - ✓ **Frequency** of contact with LEP persons
 - ✓ **Importance** of language assistance services
 - ✓ **Resources and costs** to provide language assistance services
2. A description of language assistance services:
 - ✓ How language assistance services are provided.
 - ✓ How LEP persons are informed of the availability of language assistance services.
 - ✓ How the language assistance plan is monitored and updated.
 - ✓ How employees are trained to provide language assistance to LEP persons.

Meaningful Access - Four Factor Analysis

To prepare this plan, LAPC conducted a four-factor analysis which considers the following:

Factor 1 - Demography

Number and proportion of LEP persons with language assistance needs who may be served or are likely to encounter a LAPC program or service.

The greater the number or proportion of LEP persons from a particular language group served or encountered in the eligible service population, the more likely language services are needed.

This plan uses US Census Bureau 2024 A language data available at the county level in Wisconsin. More data is available on the [US Census Bureau ACS website](#).

US Census Bureau – American Fact Finder (2011-2015) data show there are numerous languages spoken in (La Crosse County). Some of these languages include (e.g., Spanish, German, Russian, Chinese, Hmong, Arabic, and Native North American languages). After English, the second largest language group is Hmong.

The Safe Harbor Threshold is calculated by dividing the population estimate for a language group that “speaks English less than very well” by the total population in the county served. The LEP Safe Harbor Threshold provision stipulates that for each LEP group that meets the LEP language threshold (5% or 1,000 individuals, whichever is less), LAPC must provide translation of vital documents in written format for non-English speaking persons.

US Census data shows that in (La Crosse County), with a population estimate of 110,490 (± 74), 1,495 (± 363) persons have identified themselves as Hmong speaking and “speaks English less than very well”. Similarly, 1,183 (± 303) persons have identified themselves as Spanish speaking and “speaks English less than very well.”

The Hmong and Spanish language group(s) are greater than the 1,000 persons threshold of the population to be served. This means LAPC is required to provide written translation of vital documents in Hmong and Spanish. See translated vital documents attached.

All other language groups listed above are also below the Safe Harbor Threshold. This means, at this time, LAPC is not required to provide written translation of vital documents in these languages.

In the future, if La Crosse County meets the Safe Harbor Threshold for additional language groups, LAPC will consider providing written translation of vital documents in such languages and consider measures needed for oral interpretation.

Factor 2 – Frequency

Frequency of contact with LEP persons.

Interactions with LEP persons is an important feedback mechanism as the more frequent the contact, the more likely enhanced language services will be needed.

LAPC reviewed the frequency with which its staff, policy board, contractor, and volunteers have or could have contact with persons with limited English proficiency in the conduct of LAPC activities. This includes a review of documented phone inquiries, office visits, and encounters at public meetings and community events. Within the last year, LAPC staff, policy board, contractors, and volunteers had zero requests for translated program documents and zero for interpreters in any setting.

LAPC staff, policy board, contractor, and volunteers are trained on what to do when they encounter a person with limited English proficiency.

LAPC staff with assistance from its policy board, contractors, and volunteers tracks the number of encounters and considers adjustments to its outreach efforts to ensure meaningful access to all persons and specifically LEP and minority populations. The *Log of Language Assistance Encounters* is a tool to gather information on persons needing language assistance (**Appendix 7**).

Table 4 Log of Language Assistance Encounters

Date	Time	Language Spoken By Individual (if available)	Name and Phone Number of Individual (if available)	Service Requested	Follow Up Required	Staff Member Providing Assistance	Notes

If a language barrier were to exist, LAPC works to provide reasonable accommodation. The “*I Speak*” *Language Identification Card* shown below is a document that can be used by LAPC staff to assist individuals. Additional languages can be added, as needed, to match the demographic changes of the LAPC’s service area. The languages included in the “*I Speak*” *Language Identification Card* below represent languages spoken within the LAPC service area.

***“I Speak”* Language Identification Card**

Mark this box if you speak....	Language Identification Chart	Language
	I speak English	English
	Yo hablo español	Spanish
	Kug has lug Moob	Hmong
	我說中文	Chinese Simplified
	E nói tiếng Việt	Vietnamese
	나는한국어를	Korean
	Marunong akong mag-Tagalog	Tagalog
	Ich spreche Deutsch	German
	Я говорю по-русски	Russian
	Ja говорим српски	Serbian
	मैं हिंदी बोलते हूँ	Hindi

Factor 3 – Importance

Nature and importance of language assistance.

Transportation plays a key role in connecting people to essential services. Language assistance services and community outreach activities such as engaging community organization(s) can help ensure the public and LEP populations have access to essential transportation services.

Transportation fare/service changes and eligibility requirements should be clearly communicated so the public and LEP persons can access essential programs and services. It is important that LEP individuals understand their rights and benefits when accessing transportation programs and services to ensure they have been treated fairly.

Factor 4 – Resources and Costs

Resources available and overall cost to provide language assistance.

Given the few language assistance encounters, full multi-language translations of our programs and services related to transportation services are not warranted at this time. However, this information can be made upon request. Additionally, LAPC can contact state and local governments and community agencies for translation assistance or consider the use of a language translation services, as needed.

LAPC continuously explores ways to notify the public and LEP persons of transportation services. Outreach efforts include posting information on its website, utilizing social media, developing and printing brochure/materials, and having a visible community presence (e.g., posting information at libraries, community centers, grocery stores and participating in community events, farmer’s markets, local festivals, etc.). The cost is relatively low but the ability to reach the community members is high.

Language Assistance Services

Overview - Language Assistance Services

LAPC takes steps to provide meaningful access to LEP individuals who have difficulty communicating in English.

LAPC strives to offer the following measures:

- ✓ Post Title VI/ADA Nondiscrimination information on LAPC's website.
- ✓ Day-to-day operations:
 - Utilize the *"I Speak" Language Identification Card* or posters to identify the language and communication needs of individuals.
 - Maintain a *Log of Language Assistance Encounters* to capture information on the frequency of contact with LEP persons to determine whether additional language assistance services are needed to ensure meaningful access by LEP persons.
- ✓ At public meetings or other community events:
 - On public meeting notice, include the statement "If you need assistance accessing or participating in this meeting, please contact LAPC staff as soon as possible" in both Hmong and Spanish.
 - Greet participants as they arrive at LAPC public meetings or community events.
 - Use "I Speak" language identification cards at sponsored events.
 - Tools such as an *"I Speak" Language Identification Card* can gauge attendee's ability to speak and understand English. Although translation may not be able to be provided at any event it helps identify needs at future events.
 - Maintain a log of language assistance encounters at public meetings or other community events.
- ✓ Utilize Wisconsin Relay 7-1-1, the state of Wisconsin resource to assist with communication needs for individuals that are deaf, hard of hearing, deafblind, or those with a speech disability <http://www.wisconsinrelay.com/> This relay service is available in English-to-English, Spanish-to-Spanish (800-833-7813) and Spanish-to-English (877-490-3723).
- ✓ Translation Services
 - Seek translation assistance from community organizations such as:
 - Centro Latino ((608) 515-9134 / www.centrolatinolacrosse.org)
 - Hmoob Cultural and Community Agency ((608) 781-5744 / www.laxhccc.org)
- ✓ Utilize online resources such as Google Translate to assist with translation requests. A downside of this approach is accuracy therefore this option will be used on a limited basis. Instead, LAPC will seek assistance from fluent speakers.
- ✓ Make translated versions (or provide for the interpretation of relevant sections) of documents/publications available upon request, within a reasonable time frame.
- ✓ Prioritize the hiring of bilingual staff, as needed.

Public Outreach – Language Assistance Services

The following are measures LAPC takes to inform the public of language assistance services:

- ✓ Post the Title VI/ADA *Notice of Nondiscrimination* on its website. The notice includes a sentence written in Spanish and Hmong providing instructions on how to contact LAPC to request information in another language.
- ✓ When encountering persons not proficient in English, LAPC staff will use the “*I Speak*” *Language Identification Card* to identify language and communication needs.
 - LAPC may not be able to immediately accommodate or assist individuals self-identifying as a person not proficient in English but will seek means to follow up with individuals to address language needs as soon as possible.
- ✓ Review outreach activities and information gathered from *Log of Language Assistance Encounters* to determine whether additional language assistance services are needed.
- ✓ Develop and maintain cooperative relationships with key agencies/community organizations in the area or region. These entities can assist in providing or verifying translations and/or identifying gaps in assistance to persons with language needs.
 - Utilize translation services such as:
 - Centro Latino ((608) 515-9134 / www.centrolatinolacrosse.org)
 - Hmoob Cultural and Community Agency ((608) 781-5744 / www.laxhccc.org)
- ✓ Utilize Wisconsin Relay 7-1-1, the state of Wisconsin resource to assist with communication needs for individuals that are deaf, hard of hearing, deafblind, or those with a speech disability <http://www.wisconsinrelay.com/> and <http://www.wisconsinrelay.com/features> This relay service is available in English-to-English, Spanish-to-Spanish (800-833-7813) and Spanish-to-English (877-490-3723).

Monitoring, Evaluating and Updating the Plan

LAPC will review its language assistance services on an annual basis and examine the following:

- ✓ Document the number of LEP person contacts.
- ✓ Determine whether the need for translation services has changed.
- ✓ Determine which existing language assistance services are effective and sufficient to meet the needs of LEP persons.
- ✓ Determine whether complaints have been received concerning LAPC’s failure to meet the needs of individuals regarding language assistance.
- ✓ Sufficiency of staff training.
- ✓ Determine whether financial resources are needed to fund language assistance services.

Training Staff

The following training will be provided to LAPC staff:

- ✓ Information on LAPC’s Title VI/ADA Nondiscrimination Plan and LEP responsibilities.
- ✓ Description of language assistance services offered to the public.
- ✓ Use of the “I-Speak Card” to assist individuals and document language assistance requests.
- ✓ How to handle Title VI/ADA Nondiscrimination complaints.

Appendix 7

Language Assistance Tools

***“I Speak”* Language Identification Card**

***“I Speak”* Language Identification Card**

Mark this Box if you speak...	Language Identification Chart	Language
	I speak English	English
	Yo hablo español	Spanish
	Kug has lug Moob	Hmong
	我說中文	Chinese Simplified
	E nói tiếng Việt	Vietnamese
	나는한국어를	Korean
	Marunong akong mag-Tagalog	Tagalog
	Ich spreche Deutsch	German
	Я говорю по-русски	Russian
	o magsalita ng Tagalog	Tagalog
	मैं हिंदी बोलते हैं	Hindi
	میں نے اردو بولتے ہیں	Urdu

Table 5 Log of Language Assistance Encounters

Date	Time	Language Spoken By Individual <i>(if available)</i>	Name and Phone Number of Individual <i>(if available)</i>	Service Requested	Follow Up Required	Staff Member Providing Assistance	Notes

Table 6 Language Translation Request Log

Date	Language Spoken By Individual <i>(if available)</i>	Name and Phone Number of Individual <i>(if available)</i>	Service Requested	Follow Up Actions (Was Translation Services Provided?)	Staff Member Providing Assistance	Notes

Appendix 8

Demographic Representation Information⁴

Demographic Representation Table

[FTA Title VI Circular 4702.1B](#) requires recipients which have transportation-related, non-elected boards, advisory council or committees, or similar bodies, to report membership of these committees broken down by race and include a description of efforts made to encourage participation of minority community members.

The table below depicts US Census County population data by race in La Crosse County, and the membership of LAPC's transportation related non-elected committee/council/board.

Table 7 Ethnic and Racial Composition of LAPC Committees and Planning Area

Body	Caucasian	Hispanic / Latino	Black/ African American	Asian American	Native American	Some Other Race	Two or More Races
La Crosse County Population	86.7%	2.9%	1.4%	4.5%	0.3%	1%	3.5%
Policy Board	90.9%	0%	9.1%	0%	0%	0%	0%
Technical Advisory Committee (TAC)	100%	0%	0%	0%	0%	0%	0%
Committee on Transit and Active Transportation (CTAT)	100%	0%	0%	0%	0%	0%	0%

Source: B03002 Hispanic or Latino Origin by Race, 2024 ACS 5-year estimates, [U.S. Census Bureau](#).

Efforts to Encourage Participation

LAPC understands diverse representations on committees, councils and boards results in sound policy reflective of its entire population. As vacancies on non-elected committees, councils, and boards become available, LAPC will make efforts to encourage participation of minority community members.

To encourage participation the LAPC will reach out to community organizations to connect with minority population groups in its service area. In addition, LAPC will use creative ways to make participating realistic and reasonable, such as scheduling meetings at times best suited to its members.

⁴ If LAPC has transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, the membership of which is selected by LAPC, Title VI regulations require LAPC to provide a table depicting the membership of those committees broken down by race and a description of efforts made to encourage broad participation on such committees.

Appendix 9

MPO Demographic Data and Analysis

LAPC, as part of its Title VI Program, monitors and tracks statistical demographic data as it becomes available for the MPO planning area. The following information describes the MPO's analysis of its demographic data:

- a. A demographic profile of the metropolitan area that includes identification of the locations of minority populations in aggregate.
- b. A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process.

This information helps ensure members of minority communities are provided with full opportunities to engage in the transportation planning process. This includes actions to eliminate language, mobility, temporal, and other obstacles to allow minority populations to participate fully in the process.

- c. Demographic maps that overlay the percent minority and non-minority populations as identified by Census or ACS data, at Census tract or block group level, and charts that analyze the impacts of the distribution of State and Federal funds in the aggregate for public transportation purposes, including Federal funds managed by the MPO.
- d. Analysis of the impacts identified in (c) that identifies any disparate impacts on the basis of race, color, or national origin, and, if so, determines whether there is a substantial legitimate justification for the policy that resulted in the disparate impacts, and if there are alternatives that could be employed that would have a less discriminatory impact.

Demographic Profile

A minority person in the LAPC planning area is defined as a person who identifies as Hispanic and/or a racial group other than White Alone. The minority percentages by planning area community are provided in Table 8.

Table 8 Minority¹ Population for Planning Area Communities

Community	Total Population Estimate	Total Population MOE ²	Minority Population Estimate	Minority Population MOE	Percent Minority Estimate	Percent Minority MOE
Cities						
La Crescent, MN	5,251	±30	821	±312	15.6%	±5.9%
La Crosse, WI	51,356	±92	8,654	±882	16.9%	±1.7%
Onalaska, WI	19,348	±28	3,748	±724	19.4%	±3.7%
Villages						
Holmen, WI	11,372	±48	1,852	±432	16.3%	±3.8%
West Salem, WI	5,330	±18	968	±541	18.2%	±10.2%
French Island, WI ³	4,188	±16	459	±260	11.0%	±6.2%
Towns/Townships						
Barre, WI	1,363	±248	97	±114	7.1%	±8.4%
Dresbach, MN	286	±67	9	±23	3.1%	±8.0%
Greenfield, WI	2,169	±324	309	±199	14.2%	±9.2%
Hamilton, WI	2,668	±369	301	±140	11.3%	±5.2%
Holland, WI	4,528	±37	741	±446	16.4%	±9.8%
La Crescent, MN	1,169	±169	40	±47	3.4%	±4.0%
Medary, WI	1,514	±297	197	±117	13.0%	±7.7%
Onalaska, WI	5,798	±24	641	±268	11.1%	±4.6%
Shelby, WI	4,724	±26	501	±205	10.6%	±4.3%
Planning Area	121,064	±663	19,338	±1,532	16.0%	±1.3%

¹ "Minority" is defined as a person who identifies as Hispanic and/or a race other than White.

²Margin of error.

³French Island (formerly Town of Campbell) was incorporated as a Village in May 2026. 2024 ACS 5-Year Estimates include French Island CDP as same jurisdictional boundary as Town of Campbell.

Source: B03002 Hispanic or Latino Origin by Race, 2024 American Community Survey 5-Year Estimates, [U.S. Census Bureau](https://www.census.gov).

NOTE: The LAPC has a very small section of the town of Bergen in Vernon County, but this population is not included in any of our estimates because the data are not available at the block level.

As calculated from 2024 American Community Survey (ACS) 5-Year Estimates, B03002 Hispanic or Latino by Race, minorities make up approximately 16% of the planning area population. Areas defined to have a high percentage of minority persons are tracts whose lower bound (estimate minus the margin of error) is greater than the upper bound (estimate plus the margin of error) for the planning area. No tracts in the planning area are found to have a high percentage of minority persons. Figure A shows the

tracts identified as having the tracts identified as having a high percentage relative to the planning area of minority, low income, limited-English proficient, and/or disabled populations.

Procedures for the Planning Process

The procedures by which the mobility needs of minority populations are identified and considered in the LAPC planning process including public outreach and GIS analysis

- Public outreach involves inviting members of minority organizations to participate in our committees and other planning activities (e.g., public input meetings, focus groups). However, participation has been low. The 2022 [Public Participation Plan \(PPP\)](#) outlines expanded process for increasing participation. The PPP is slated to be updated in 2027.
- An environmental analysis using GIS is completed annually for the [Transportation Improvement Program \(TIP\)](#), which includes maps showing the proximity of transportation projects to tracts identified as having high percentage of minority, LEP, and low-income persons. This analysis is also done every five years for the update of the [Metropolitan Transportation Plan \(MTP\)](#), and every ten years with the update of the [Regional Transit Development Plan \(RTDP\)](#). All plans and programs are available on the LAPC website at www.lacrossecounty.org/MPO.

Analysis of Impacts of the Distribution of State and Federal Transit Funds

Table 9 illustrates the distribution of federal and state transit funds for operating assistance as reported in the 2027-2030 Transportation Improvement Program.

Table 9 Obligated and Projected Federal and State Transit Operation Investment, 2027-2030

Transit Revenues ¹	2027	2028	2029	2030
FTA 5307 ²	\$3,386,136	\$3,379,891	\$3,469,165	\$3,479,143
FTA 5311 ³	\$277,900	\$277,900	\$0	\$0
State Operating Assistance ⁴	\$1,636,700	\$1,683,536	\$1,689,934	\$1,738,049

¹ 2028-2030 annually inflated by the following compound rates: 2028- 2.93%; 2029- 5.72%; and 2030- 8.73%.

² Urban Area Formula Grant: La Crosse Municipal Transit Utility; Onalaska Shared Ride (DriftLink).

³ Rural Area Formula Grant: Scenic Mississippi Regional Transit, WETAP, and Intercity Bus Services.

⁴ Includes Enhanced Mobility of Seniors and Individuals with Disabilities.

Source: 2027-2030 Transportation Improvement Program, as approved October 21, 2026

Figure A shows the 2027-2030 Transportation Improvement Program (TIP) projects as of the October 21, 2026, approval, in relation to tracts with high percentage of minority, limited English proficient, and disable populations. The figure does not show projects that do not have a physical location (e.g., transit operations).

Reconstruction projects have the greatest impact on communities because they often involve work beyond the roadway itself and may include some expansion, encroaching on adjacent properties. We have 11 reconstruction projects in the planning area that may impact low-income and disabled populations:

- **243-14-026** – STH 35, La Crosse County Line to Garner Place, Reconstruct STH 35 / USH 14/61 Intersection. Design obligated in 2014. North half (-77) -ROW 2020, Construction 2021-2022. South half (-72) -ROW 2020, - UTL 2024, Construction Obligated in 2025-2026
- **243-20-017** – CTH B, Village of French Island (formerly Town of Campbell) - City of La Crosse (Clinton St to Lakeshore Dr), Reconstruct, 100% Locally funded Design, Obligated in 2020, Potential BUILD-TIGER grant or STBG project for Construction.
- **243-21-016** – CTH M, CTH I - CTH O, Reconstruct. Design Obligated in 2021. Construction not Currently Scheduled/Obligated
- **243-22-021** – USH 53, USH 14/61 - IH 90 (PE thru Environmental Document/Study - Includes USH 14/61, USH 53, WIS 16, WIS 35), Reconstruct, Design obligated 2022, Other related TIP #'s: 243-20-016, 243-20-028, 243-23-020, 243-23-021, 243-23-022, 243-23-023
- **243-22-024** – 6th Street, City of La Crosse, Cass Street to State Street, Reconstruct, Design Obligated in 2022, Construction Obligated in 2025
- **243-23-021** – STH 16, La Crosse - Sparta (STH 35 to IH 90), includes WIS 157 from WIS 16 to IH 90, Preliminary Engineering/NEPA, Reconstruct, Design Obligated in 2023, Master Group TIP #: 243-22-021
- **243-23-022** – STH 35, La Crosse - Trempealeau (USH 14/61 to USH 53), Reconstruct, Design Obligated 2023 & 2024, Master Group TIP #: 243-22-021, Real Estate Anticipated 2026-2027, Construction Anticipated 2028-2030, *Total Improvement Cost: \$82,400,000
- **243-23-023** – USH 53, La Crosse - Galesville (STH 35 to IH 90), Reconstruct, Design Obligated in 2023 & 2026, Construction Anticipated 2028-2032, Master Group TIP #: 243-22-021
- **243-23-025** – Monitor Street, City of La Crosse, Rose Street to Lang Drive, Reconstruct, Design Obligated in 2023, Construction Anticipated in 2027-28
- **243-23-034** – Losey Boulevard, City of La Crosse, Mormon Coulee Road to Ward Avenue, Reconstruct, Design Obligated in 2024, Construction anticipated in 2027-2028 *Total Improvement Cost: \$2,173,343
- **243-24-031** – Green Bay Street, City of La Crosse, 9th Street South to 14th Street S, Reconstruct, Design Obligated in 2024, Construction Anticipated in 2029

Translated Vital Documents for Hmong Speakers

Ntawv Ceeb Toom Rau Sawv Daws Kom Tsis Pub Muaj Kev Ntxub Ntxuag Muab Cais Tawm (Public Notice of Nondiscrimination)

Ntawv Ceeb Toom Tsis Pub Muaj Kev Ntxub Ntxaug Muab Cais Tawm

La Crosse Area Planning Committee

- ✓ **LAPC** muaj pluaj siab cog lus ua kom paub tseeb tias tsis muaj ib tus neeg twg raug muab cais tawm ntawm, koom rau hauv, tsis lees muab cov kev pab ntawm, los yog raug ntxub ntxaug vim los ntawm haiv neeg, tso nqaij daim tawv, lub teb chaws yug los, muaj mob xiam oob qhab, poj niam/txiv neej, hnuv nyoo, kev ntseeg, cov nyiaj tau los los yog paub lus Askiv tsis zoo (limited English proficiency, LEP) nyob hauv ib qho kev pab cuam twg thiab tas nrho cov kev pab cuam, cov dej num los yog cov kev pab uas tswj hwm los ntawm **LAPC** raws li tsab cai Title VI of the Civil Rights Act of 1964 thiab nom tswv cov cai tswj ntsig txog qhov tsis pub muaj kev ntxub ntxaug muab cais tawm.
- ✓ Txhua tus neeg tsis hais leej twg uas ntseeg tias nws raug ntxub ntxaug muab cais tawm yam tsis raws cai yuav ua tau ib daim ntawv tsis txaus siab mus rau **LAPC**.
- ✓ Yog xav tau ntaub ntawv ntxiv hais txog **LAPC** qhov kev pab cuam txog neeg cov cai, thiab cov txheej txheem los ua daim ntawv tsis txaus siab, hu rau 608-785-5597 (rau cov muaj teeb meem hnov lus tsis zoo, thov siv qhov kev pab Wisconsin Relay 711), email eduffer@lacrossecounty.org, los yog mus saib peb lub chaw ua hauj lwm nyob ntawm 212 6th St N, Room 1600, La Crosse, WI 54601. Kom paub ntxiv, mus saib www.lacrossecounty.org/MPO.
- ✓ Ib qho kev tsis txaus siab twg kuj tseem xa tau daim ntawv tsis txaus siab ncaj nraim mus rau ib qho twg ntawm feem hauj lwm nram qab no:
 - Wisconsin Department of Transportation (WisDOT), Taqwanya Smith, Senior Title VI and ADA Coordinator, Xov tooj: (608) 266-8129, TTY (800) 947-3529, Fax: (608)267 3641, Email: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 535705. Kom paub ntxiv, mus saib WisDOT Title VI-ADA website.
 - U.S. Department of Transportation, Federal Highway Administration (FHWA), Office of Civil Rights, 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Xov tooj: 202-266-0693, FHWA.TitleVIcomplaints@dot.gov
 - U.S. Department of Transportation, Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590, Xov tooj: 1-888-446-4511 lossis 711 (Relay), FTACivilRightsCommunications@dot.gov
- ✓ If information is needed in another language, contact (608) 785-5597.
Si se necesita informacion en otro idioma de contacto, (608) 785-5597.
Yog muaj lus qhia ntxiv rau lwm hom lus, hu rau (608) 785-5597.

Tus Txheej Txheem Ua Ntawv Tsis Txaus Siab

If information is needed in another language, contact (608) 785-5597.

Si se necesita informacion en otro idioma de contacto, (608) 785-5597.

Yog muaj lus qhia ntiv rau lwm hom lus, hu rau (608) 785-5597.

Lus Qhib

LAPC muaj pluaj siab cog lus ua kom paub tseeb tias tsis muaj ib tus neeg twg raug muab cais tawm ntawm, koom rau hauv, tsis lees muab cov kev pab ntawm, los yog raug ntub ntawg vim los ntawm haiv neeg, tso nqaij daim tawv, lub teb chaws yug los, muaj mob xiam oob qhab, poj niam/txiv neej, hnub nyoog, kev ntseeg, cov nyiaj tau los los yog paub lus Askiv tsis zoo (limited English proficiency, LEP) nyob hauv ib qho kev pab cuam twg thiab tas nrho cov kev pab cuam, cov dej num los yog cov kev pab uas tswj hwm los ntawm **LAPC** raws li tsab cai Title VI of the Civil Rights Act of 1964 thiab nom tswv cov cai tswj ntsig txog qhov tsis pub muaj kev ntub ntawg muab cais tawm.

Txoj Cai los mus Ua Daim Ntawv Tsis Txaus Siab

LAPC siv cov txheej txheem nram qab no los lis tas nrho cov kev tsis txaus siab hais txog neeg cov cai kom mus tau sai. Cov kev tsis txaus siab yog hais ntsig txog ib qho kev pab cuam twg, dej num los yog kev pab uas tswj hwm los ntawm **LAPC** los yog nws cov neeg muaj ntawv cog lus, cov kws muab tswv yim, cov muaj ntawv pom zoo (lessors) uas tau txais Tsoom Fwv peev nyiaj pab. Cov txheej txheem no tsis muaj qhov tsis kam lees muab txoj cai rau tus Neeg Tsis Txaus Siab los mus ua ntawv tsis txaus siab rau lub xeev los yog lwm cov chaw ua hauj lwm ntawm tsoom fwv los yog nrhiav kev sab laj tswv yim pab tus kheej rau ntawm cov kev tsis txaus siab uas tau liam tias yog kev ntub ntawg muab cais tawm.

Txhua tus neeg tsis hais leej twg, pab pawg neeg, los yog tsis hais lub koom txoos twg uas ntseeg tias nws tau raug ntub ntawg muab cais tawm los yog ua pauj uas yog qhov txwv tsis pub ua los ntawm tsab cai Title VI tsis pub muaj kev ntub ntawg muab cais tawm uas muab los ntawm **LAPC** yuav ua tau ib daim ntawv tsis txaus siab mus rau cov muaj feem xyuam nram qab no:

1. LAPC, Erin Duffer, Title VI Coordinator ntawm (608) 785-5597, rau cov muaj teeb meem hnov lus tsis zoo, thov siv qhov kev pab Wisconsin Relay 711 - <https://wisconsinrelay.com>; email eduffer@lacrossecounty.org; los yog mus saib peb lub chaw ua hauj lwm nyob ntawm 212 6th St N, Room 1600, La Crosse, WI 54601.
2. Wisconsin Department of Transportation (WisDOT), Taqwanya Smith, Senior Title VI and ADA Coordinator, Xov tooj: (608) 266-8129, TTY (800) 947-3529, Fax: (608)267-3641, Email: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 535705. For more information, visit the [WisDOT Title VI-ADA website](#).
3. U.S. Department of Transportation, Federal Highway Administration (FHWA), Office of Civil Rights, 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Xov tooj: (202) 366-0693, email: FHWA.TitleVIcomplaints@dot.gov
4. U.S. Department of Transportation, Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590, Phone: 1-888-446-4511 or 711(Relay), email: FTACivilRightsCommunications@dot.gov

Cov Txheej Txheem

Ib tus neeg twg uas ntseeg tias nws raug ntub ntawg muab cais tawm los ntawm **LAPC** yuav ua tau ib daim ntawv tsis txaus siab uas yog muab **LAPC** daim *Complaint Form* los ua kom tiav thiab muab xa mus.

Tus txheej txheem ua ntawv tsis txaus siab vim muaj qhov ua yuam neeg txoj cai no kuj tseem muab siv tau los ntawm **LAPC** los mus sib hais, daws, thiab kaw lwm cov kev tsis txaus siab thiab.

Peb yuav ua txhua yam kom daws tau cov kev tsis txaus siab thaum ntxov nyob rau ntawm theem qis tshaj plaws li qhov ua tau. Txoj kev xaiv ua kom muaj lub(cov) rooj sib tham rau cov pab pawg uas cuam tshuam rau qhov teeb meem tsis txaus siab thiab **LAPC** Title VI Tus Neeg Khiav Hauj Lwm yuav muab los siv daws qhov teeb meem, nyob rau ntawm txhua theem ntawm tus txheej txheem. **LAPC** Title VI Tus Neeg Khiav Hauj Lwm yuav ua txhua yam los nrhiav ib txoj hau kev daws qhov teeb meem tsis txaus siab ntawd.

Cov lus tsis txaus siab yuav tau muab sau rau ib daim ntawv thiab tuaj yeem muab xa tau mus rau **LAPC** siv email los yog xov tooj. Cov Neeg Tsis Txaus Siab yuav tau ua kom tiav daim Complaint Form. Cov lus tsis txaus siab uas tau txais los ntawm kev hu xov tooj yuav muab txo kom tsawg thiab muab sau cia thiab muab rau Tus Neeg Tsis Txaus Siab kom muab los xyuas tias muaj tseeb los yog muab kho rau ua ntej muab los lis mus tom ntej.

Cov ntawv ua tsis txaus siab yuav tsum muaj cov lus qhia paub nram qab no:

- ✓ Tus Neeg Tsis Txaus Siab lub npe thiab lub xeem, qhov chaw nyob xa ntawv, xov tooj, thiab email chaw nyob.
- ✓ Lub hauv paus ua rau muaj qhov tsis txaus siab (piv txwv, haiv neeg, tsos nqaij daim tawv, lub teb chaws yug los, muaj mob xiam oob qhab, thiab lwm yam).
- ✓ Cov hnuv uas liam tias tshwm sim muaj qhov(cov) teeb meem ntxub ntxaug muab cais tawm thiab seb qhov kev ntxub ntxaug muab cais tawm puas tseem muaj mus tsis tau tso tseg.
- ✓ Lub npe ntawm cov neeg los yog cov raug foob (respondents) (piv txwv, chaw ua hauj lwm/koom txoos) uas raug liam tias tau ua qhov ntxub ntxawg muab neeg cais tawm.
- ✓ Muaj ntaub ntawv txaus los ua kom nkag siab cov kev muaj tseeb uas coj tus neeg tsis txaus siab los ntseeg tau tias yeej tau muaj kev ntxub ntxaug muab cais tawm tshwm sim nyob hauv ib qho kev pab cuam los yog dej num uas tau txais tsoom fwm peev nyiaj pab.

Peb yuav muab cov ntawv ua tsis txaus siab uas tau txais los lees paub thiab muab lis mus raws tus txheej txheem, tom qab tau muab Tus Neeg Tsis Txaus Siab qhov kev npaj siab kom ua mus tom ntej los xyuas tias ua tau lawm.

Kev Tshawb Nrhiav Kom Paub Qhov Teeb Meem Tsis Txaus Siab

Cov ntawv ua tsis txaus siab uas **LAPC** muaj npe tias yog Tus Raug Foob (piv txwv, tus tau txais/lub koom txoos uas raug rau qhov teeb meem tsis txaus siab) yuav tsum muab xa mus rau Xeev los yog Tsoom Fwm lub chaw ua hauj lwm kom muab tso rau qhov chaw yog, kom mus raws li lawv cov txheej txheem.

LAPC muaj lub luag hauj lwm los tshawb nrhiav kom paub cov kev tsis txaus siab tawm tsam nws cov neeg muaj ntawv cog lus, cov kws muab tswv yim, cov muaj ntawv pom zoo, thiab lwm tus.

Yuav kom lees txais daim ntawv ua tsis txaus siab, qhov tsis txaus siab vim yog ua yuam neeg txoj cai ntawd yuav tsum ua raws li cov npe lus nram qab no:

1. Daim ntawv tsis txaus siab yuav tsum ua tsis pub dhau **180** hnub (calendar days) tom qab tshwm sim qhov liam tias yog kev ntub ntawg muab cais tawm los yog tus Neeg Tsis Txaus Siab paub tias muaj qhov ntub ntawg muab nws cai tawm.
2. Qhov(cov) kev ntub ntawg uas liam tias muaj tshwm sim ntawd yuav tsum yog vim los ntawm cov kev pov thaiv tsis pub cais neeg tawm xws li haiv neeg, tsos nqaij daim tawv, lub teb chaws yug los, muaj mob xiam oob qhab, thiab lwm yam.
3. Qhov(cov) kev ntub ntawg uas liam tias muaj tshwm sim ntawd yuav tsum cuam tshuam rau ib qho kev pab cuam los yog dej num ntawm ib tus neeg tau txais tsoom fww peev nyiaj pab, tus neeg muaj ntawv cog lus, tus neeg muab tswv yim, los yog tus muaj ntawv pom zoo.

LAPC yog tus muab txhua daim ntawv ua tsis txaus siab los ntsuam xyuas thiab txiav txim seb yuav nqes tes li cas thiaj daws tau qhov teeb meem.

Thaum tau txais daim ntawv ua tsis txaus siab lawm, **LAPC** yuav xa ib daim ntawv rau Tus Neeg Tsis Txaus Siab tsis pub dhau **14** hnub cov hnub ua hauj lwm hais tias tau txais qhov kev tsis txaus siab lawm. Qhov no yog qhia rau Tus Neeg Tsis Txaus Siab Paub txog txoj hauj lwm uas yuav nqes tes los lis qhov(cov) teeb meem uas tau liam tias muaj tshwm sim. Tsab ntawv ceeb toom qhia paub/email yuav tsum muaj cov nqe lus nram qab no nyob hauv:

- ✓ Lub hauv paus ua rau muaj qhov tsis txaus siab.
- ✓ Ib sob lus luv luv piav txog qhov(cov) teeb meem liam tias muaj tshwm sim uas Wausau MPO muaj cai saib xyuas.
- ✓ Ib qho qhia seb thaum twg yuav tiv tauj cov uas muaj feem xyuam rau qhov no.

Qhov kev tshawb nrhiav kom paub qhov teeb meem uas coj ua los ntawm **LAPC** yuav muaj ib qhov sib tham xam phaj nrog Tus(cov) Neeg Tsis Txaus Siab. Cov lus thiab ntaub ntawv muab tau los ntawm qhov kev sib tham xam phaj no yuav muaj tab sis kuj tsis yog tas rau cov lus thiab ntaub ntawv uas muab tso rau ntawm daim *Complaint Form*.

Yog hais tias tseem xav tau ntaub ntawv ntiv los daws qhov kev tsis txaus siab, **LAPC** mam li tiv tauj Tus Neeg Tsis Txaus Siab. Yog pom tias cov lus tsis txaus siab tsis muaj txhij txhua los yog hais tias yuav kom muab ntaub ntawv ntiv, yuav muab **7** hnub cov hnub ua hauj lwm rau Tus Neeg Tsis Txaus Siab los muab kom tau cov ntaub ntawv uas tau hais kom muab ntawd. Yog ua tsis tau li no yuav ua rau muaj qhov txiav txim tsis ua qhov kev tshawb nrhiav.

Tsis pub dhau **30** hnub cov hnub ua hauj lwm tom qab lees txais yuav qhov teeb meem tsis txaus siab lawm, **LAPC** yuav npaj ua ib daim ntawv tshaj qhia txog qhov kev tshawb nrhiav. Daim ntawv tshaj qhia yuav tsum muaj ib co lus piav txog qhov xwm txheej uas tau tshwm sim, qhia cov neeg uas tau sib tham xam phaj nrog lawv, cov lus nrhiav tau ntawm qhov teeb meem, thiab cov lus pom zoo tias yuav muab qhov teeb meem tso rau qhov twg. Tsuas yog cov kws tshawb nrhiav uas tau kawm thiab paub txoj hauj lwm zoo thiaj los coj tau qhov kev tshawb nrhiav no xwb.

Tob qab **LAPC** muab qhov kev tsis txaus siab los xyuas tas lawm, yuav ua ib tsab ntawm ob (2) tsab ntawv rau Tus Neeg Tsis Txaus Siab: ib tsab ntawv kaw los yog ib tsab ntawv muaj cov lus nrhiav tau ntawm qhov teeb meem (letter of finding, LOF).

- ✓ Ib tsab ntawv kaw muaj cov ntsiab lus piav me ntsis txog qhov tau liam tias muaj kev ntxub ntxaug thiab hais tias tsis muaj qhov tau ua yuam neeg txoj cai raws li tau liam ces yuav muab qhov foob tsis txaus siab kaw.
- ✓ Ib tsab ntawv muaj cov lus nrhiav tau ntawm qhov teeb meem (Letter of finding (LOF) muaj cov ntsiab lus piav me ntsis txog qhov tau liam tias muaj kev ntxub ntxaug thiab cov lus sib tham xam phaj hais txog qhov xwm txheej uas tau liam tias muaj tshwm sim, thiab piav seb puas yuav muaj qhov nqes tes qhuab qhia rau tus neeg ua hauj lwm, muab kev cob qhia rau nws ntxiv, los yog lwm yam.

Yog hais tias Tus Neeg Tsis Txaus Siab xav kom muab qhov tau txiav txim siab no los sib hais dua, Tus Neeg Tsis Txaus Siab muaj **20** hnuv cov hnuv ua hauj lwm uas yog suav txij hnuv teev rau ntawm tsab ntawv muaj cov lus nrhiav tau ntawm qhov teeb meem los ua qhov no.

Muab Qhov Kev Tsis Txaus Siab Lawb Mus

Ib qho kev tsis txaus siab tias muaj qhov ua yuam neeg txoj cai kuj yuav raug pom zoo muab lawb mus yog tias muaj cov laj thawj nram qab no:

1. Tus Neeg Tsis Txaus Siab thov thim qhov uas nws tsis txaus siab.
2. Tus Neeg Tsis Txaus Siab tsis teb rau cov lus hais kom muab ntaub ntawv ntxiv uas yog cov yuav tsum tau muaj los lis qhov teeb meem tsis txaus siab.
3. Nrhiav tsis tau Tus Neeg Tsis Txaus Siab tom qab tau sim nrhiav nws ntau zaus.

Teev Cov Kev Tsis Txaus Siab

LAPC khaws ib daim ntawv teev cov teeb meem tsis txaus siab cia (Complaint Log) raws li pom nyob hauv daim uas muaj cov teeb meem tsis txaus siab, cov kev tshawb nrhiav thiab cov rooj plaub foob liam tias muaj kev ntxub ntxaug. Daim ntawv teev yuav tsum muaj hnuv tsis txaus siab tias muaj qhov ua yuam neeg txoj cai, los yog tau ua ib daim ntawv foob, cov ntsiab lus piav txog qhov(cov) kev liam tsis txaus siab, seb qhov tsis txaus siab muab hais mus li cas lawm, kev tshawb nrhiav, los yog rooj plaub foob, thiab cov kev nqes tes ua los ntawm **LAPC** los teb rau qhov teeb meem, thiab cov lus kawg nrhiav tau ntsig txog qhov teeb meem tsis txaus siab, kev tshawb nrhiav, los yog rooj plaub foob.

LAPC yuav xa ib daim ntawv teev tas nrho Title VI cov teeb meem tsis txaus siab uas tau txais, thiab tej ntaub ntawv khaws cia uas muaj feem xyuam txog qhov teeb meem rau WisDOT, Title VI Office, raws li tau thov kom muab.

Yog xav paub ntxiv, tiv tauj:

LAPC, Title VI Coordinator
 Erin Duffer
eduffer@lacrossecounty.org
 (608) 785-5597

Daim Foos Tsis Txaus Siab thiab Muab Lus

Peb xav tau koj cov tswv yim. Yog koj xav xa ib cov lus los yog lus tsis txaus siab mus rau **LAPC**, thov ua kom tiav daim foos no thiab muab xa hauv e-mail mus rau ntawm eduffer@lacrossecounty.org, xa hauv tsev xa ntawv los yog tus neeg nqa kiag mus rau ntawm qhov chaw nyob hauv qab no.

LAPC

212 6th St N, Room 1600
La Crosse, WI 54601

Koj kuj tseem hu tau rau peb ntawm 608-785-5597. Thov nco ntsoov qhia rau peb seb yuav tiv tauj li cas thiaj tau koj xwv thiaj tau txais ib lo lus teb tuaj ntawm peb.

Nqe Lus A: Hom Ntawv Xav Tau

Thov kos rau hom ntawv uas xav tau rau daim ntawv no

☐ Tus Tsjaj Ntawv Loj	☐ TDD los yog Relay	☐ Kaw Suab Mloog	☐ Lwm yam (yog xaiv qhov no thov qhia seb hom twg koj xav tau rau lub npov hauv qab no)
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Nias los yog tshum ntawm no ces tso lo lus teb rau.

Nqe Lus B: Qhia Seb Yuav Tiv Tauj Li Cas Thiaj Tau Koj

Npe Nias los yog tshum ntawm no ces tso lo lus teb rau.	Xov Tooj (nrog rau tus area code) Nias los yog tshum ntawm no ces tso lo lus teb rau.
Chaw Nyob Nias los yog tshum ntawm no ces tso lo lus teb rau.	Nroog Nias los yog tshum ntawm no ces tso lo lus teb rau.
Xeev Nias los yog tshum ntawm no ces tso lo lus teb rau.	Zip Code Nias los yog tshum ntawm no ces tso lo lus teb rau.

Email Chaw Nyob Nias los yog tshum ntawm no ces tso lo lus teb rau.

Puas yog koj ua daim ntawv tsis txaus siab no sawv cev koj tus kheej?	☐ Yog	☐ Tsis Yog
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Yog hais tias tsis yog, thov qhia lub npe thiab kev txheeb ze ntawm tus neeg uas koj ua daim ntawv tsis txaus siab rau nws thiab yog vim li cas koj thiaj ua daim foos sawv nws cev rau hauv lub npov nram qab no.

Nias los yog tshum ntawm no ces tso lo lus teb rau.

Thov qhia muaj tseeb tias koj tau lus tso cai los ntawm tus neeg tsis txaus siab yog hais tias koj ua daim foos sawv cev tam li yog ib tus neeg thib peb.	☐ Yog	☐ Tsis Yog
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Nqe Lus C: Hom Lus Hais

Hom lus twg uas koj muab? Thov kos rau qhov uas hais tau raug tshaj.

☐ Lus Tsis Txaus Siab	☐ Lus Muab Tswv Yim Pab	☐ Lus Qhuas	☐ Lwm hom
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Cov nqe lus nram qab no cov twg yog cov piav tau zoo txog qhov teeb meem? Thov kos rau ib lub npov los yog ntau dua.

☐ Haiv Neeg	☐ Tsos Nqaij Daim Tawv	☐ Lub Teb Chaws Yug Los	☐ Kev Ntseeg
☐ Hnub Nyoog	☐ Poj Niam/Txiv Neej	☐ Kev Pab	☐ Cov Nyiaj Tau Los
☐ Paub Lus Askiv Tsis Zoo (Limited English Proficient, L.E.P)		☐ Tsab Cai Hais Txog Neeg Meskas Muaj Mob Xiam Oob Qhab (Americans with Disability Act, A.D.A)	

Nqe Lus D: Cov Lus Muaj Tshij

Thov teb rau cov lus nug nram qab no hais txog koj cov lus

Hnub qhov teeb meem tshwm sim yog hnub twg?	Nias ntawm no ces tso hnub raws li hom no: Hnub, hli, xyoo
Qhov teeb meem tshwm sim lub sij hawm twg?	Nias ntawm no ces tso lub sij hawm koj nyiam kom hu koj
Tus neeg ua hauj lwm los yog cov neeg ua hauj lwm uas cuam tshuam rau qhov no lub npe hu li cas los yog leej twg?	Nias los yog tshum ntawm no ces tso lo lus teb rau.
Lwm cov uas cuam tshuam rau qhov no lub npe hu li cas los yog leej twg, yog muaj?	Nias los yog tshum ntawm no ces tso lo lus teb rau.
Qhov teeb meem tshwm sim nyob rau qhov twg?	Nias los yog tshum ntawm no ces tso lo lus teb rau.
Thov qhia lwm yam uas hais meej ntxiv txog qhov xwm txheej.	Nias los yog tshum ntawm no ces tso lo lus teb rau.

Nyob hauv lub npov hauv qab no, thov piav kom meej li meej tau seb yog muaj dab tsi tshwm sim thiab vim li cas koj thiaj ntseeg tias koj raug ntxub ntxaug muab cais tawm yam tsis raws cai.

Nias los yog tshum ntawm no ces tso lo lus teb rau.

Nqe Lus E: Taug Qab

Peb puas tiv tauj tau koj yog peb xav tau cov lus kom meej dua los yog cov ntaub ntawv txhij txhua ntxiv?	☐ Tau	☐ Tsis Tau
---	------------------------------	-----------------------------------

Yog hais tias tau, qhov yuav tiv tauj tau koj zoo tshaj plaws yog li cas? Thov xaiv qhov koj nyiam kom tiv tauj koj rau hauv qab no.

☐ Xov Tooj	☐ Email	☐ Xa Ntawv
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Yog koj nyiam kom hu xov tooj rau koj, thov teev hnuv thiab lub sij hawm uas yuav hu tau koj.

Nias ntawm no ces tso lub sij hawm koj nyiam kom hu koj	Nias ntawm no ces tso hnuv koj nyiam kom hu koj
---	---

Koj puas tau foob qhov kev tsis txaus siab rau lwm lub koom haum tsoom fww, xeev, lossis hauv zos?	☐ Yog	☐ Tsis Yog
--	------------------------------	-----------------------------------

Yog tias yog, sau cov koom haum thiab cov ntaub ntawv tiv tauj (lub npe koom haum, chaw nyob, email, xov tooj).

Nias los yog tshum ntawm no ces tso lo lus teb rau.

Nqe Lus F: Qhov Xav Tau Kom Tshwm Sim

Thov teev rau hauv qab no, cov kauj ruam dab tsi koj xav kom ua los daws qhov kev cov nyom los yog teeb meem.

Nias los yog tshum ntawm no ces tso lo lus teb rau.

Nqe Lus G: Kos Npe

Thov muab tej ntaub ntawv tseem ceeb koj muaj uas txhawb qhov teeb meem tsis txaus siab tom xa ua ke nrog daim foos no. Tob qab ntawd ces sau hnuv kos npe thiab kos npe rau daim foos thiab muab xa rau La Crosse Area Planning Committee.

Npe Nias los yog tshum ntawm no ces tso lo lus teb rau. **Hnuv kos npe:** Nias ntawm no ces tso hnuv raws li hom no: Hnuv, hli, xyoo

Kos npe Nias los yog tshum ntawm no ces tso lo lus teb rau.

Translated Vital Documents for Spanish Speakers

Aviso público de no discriminación (Public Notice of Nondiscrimination)

Aviso de no discriminación

La Crosse Area Planning Committee

- ✓ La **LAPC** se compromete a garantizar que no se excluya a ninguna persona de participación, se le nieguen beneficios, o de otro modo esté sometida a discriminación debido a raza, color, nacionalidad, discapacidad, sexo, edad, religión, estado de ingresos o dominio limitado del inglés (LEP) en cualquier y todos los programas, actividades o servicios administrados por la **LAPC** de acuerdo con el Título VI de la Ley de Derechos Civiles de 1964 y autoridades relacionadas a la no discriminación.
- ✓ Toda persona que considere que ha sido agravada por cualquier práctica discriminatoria ilícita puede presentar una denuncia ante la **LAPC**.
- ✓ Para obtener más información sobre el programa de derechos civiles de la **LAPC**, y los procedimientos para presentar una denuncia, comuníquese al 608-785-5597 (para las personas hipoacúsicas, use el servicio de Retransmisión de Wisconsin 711), correo electrónico eduffer@lacrossecounty.org, o visite nuestra oficina en 212 6th St N, Room 1600, La Crosse, WI 54601. Para obtener más información, visite www.lacrossecounty.org/MPO.
- ✓ También se puede presentar una denuncia ante cualquiera de los siguientes:
 - Departamento de Transporte de Wisconsin (WisDOT), Taqwanya Smith, Coordinadora Sénior del Título VI y ADA, Teléfono: (608) 266-8129, TTY (800) 947-3529, Fax: (608) 267-3641, Correo electrónico: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 535705. Para obtener más información, visite el sitio web WisDOT Title VI-ADA website.
 - Departamento de Transporte de los Estados Unidos, Administración de Carreteras Federales (FHWA), Oficina de Derechos Civiles. 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Teléfono: (202) 366-0693, correo electrónico, FHWA.TitleVIcomplaints@dot.gov
 - Departamento de Transporte de los EE.UU., Administración Federal de Tránsito (FTA), Oficina de Derechos Civiles, 1200 New Jersey Avenue SE, Washington, DC 20590, Teléfono: 1-888-446 4511 o 711(Relay), correo electrónico: FTACivilRightsCommunications@dot.gov
- ✓ If information is needed in another language, contact (608) 785-5597.
Si se necesita informacion en otro idioma de contacto, (608) 785-5597.
Yog muaj lus qhia ntxiv rau lwm hom lus, hu rau (608) 785-5597.

Procedimiento de denuncias

If information is needed in another language, contact (608) 785-5597.

Si se necesita informacion en otro idioma de contacto, (608) 785-5597.

Yog muaj lus qhia ntxiv rau lwm hom lus, hu rau (608) 785-5597.

Generalidades

La **LAPC** se compromete a garantizar que no se excluya a ninguna persona de participación, se le nieguen beneficios, o de otro modo esté sometida a discriminación debido a raza, color, nacionalidad, discapacidad, sexo, edad, religión, estado de ingresos o dominio limitado del inglés (LEP) en cualquier y todos los programas, actividades o servicios administrados por la **LAPC** de acuerdo con el Título VI de la Ley de Derechos Civiles de 1964 y autoridades relacionadas con la no discriminación.

Derecho a presentar denuncias

La **LAPC** utiliza los siguientes procedimientos para el procesamiento rápido de todas las denuncias de derechos civiles relacionadas con cualquier programa, actividad o servicio administrado por la **LAPC** o sus contratistas, consultores, arrendadores que reciben asistencia financiera federal. Estos procedimientos no niegan el derecho de la parte denunciante a presentar denuncias formales ante otras agencias estatales o federales u obtener un abogado privado para denuncias que alegan discriminación.

Toda persona, grupo de personas o entidad que crea que ha sido objeto de discriminación o represalias prohibidas por las disposiciones de no discriminación del Título VI por parte de la **LAPC** puede presentar una denuncia ante los siguientes:

1. LAPC, Erin Duffer, Coordinadora del Título VI al (608) 785-5597, para personas hipoacúsicas, use el servicio de retransmisión de Wisconsin 711 - <https://wisconsinrelay.com>; correo electrónico eduffer@lacrossecounty.org; o visite nuestra oficina administrativa en 212 6th St N, Room 1600, La Crosse, WI 54601.
2. Departamento de Transporte de Wisconsin (WisDOT), Taqwanya Smith, Coordinadora Sénior del Título VI y ADA, Teléfono: (608) 266-8129, TTY (800) 947-3529, Fax: (608) 267-3641, Correo electrónico: taqwanya.smith@dot.wi.gov, 4822 Madison Yards Way, 5th Floor South, Madison, WI 535705. Para obtener más información, visite el sitio web [WisDOT Title VI-ADA website](#).
3. Departamento de Transporte de los Estados Unidos, Administración de Carreteras Federales (FHWA), Oficina de Derechos Civiles. 1200 New Jersey Avenue, SE, 8th Floor E81-105, Washington, DC 20590, Teléfono: (202) 366-0693, correo electrónico: FHWA.TitleVIcomplaints@dot.gov
4. Departamento de Transporte de los EE.UU., Administración Federal de Tránsito (FTA), Oficina de Derechos Civiles, 1200 New Jersey Avenue SE, Washington, DC 20590, Teléfono: 1-888-446-4511 o 711(Retransmisión), correo electrónico: FTACivilRightsCommunications@dot.gov

Procedimientos

Toda persona que crea que ha sido discriminada por la **LAPC** puede presentar una denuncia completando y presentando el Formulario de Denuncias de la **LAPC**.

Este procedimiento de denuncias de derechos civiles también puede ser utilizado por la **LAPC** para abordar, resolver y cerrar denuncias generales.

Se hará todo lo posible para obtener una pronta resolución de las denuncias al nivel más bajo posible. La opción de reunión de mediación informal entre las partes afectadas y el Coordinador del Título VI de la **LAPC** se puede utilizar para la resolución, en cualquier etapa del proceso. El Coordinador del Título VI de la **LAPC** hará todo lo posible para resolver la denuncia.

Las denuncias se pueden presentar a la **LAPC** por escrito, por correo electrónico o por teléfono. Se anima a las partes denunciantes a completar el formulario. Las denuncias recibidas por teléfono se reducirán a formato escrito y se proporcionarán a la parte denunciante para su confirmación o revisión antes de ser procesadas.

Las denuncias deberían contener la siguiente información:

- ✓ La información de contacto de la parte denunciante, incluyendo, si está disponible: Nombre completo, dirección postal, número de teléfono y dirección de correo electrónico.
- ✓ La razón de la denuncia (por ejemplo, raza, color, nacionalidad, discapacidad, etc.).
- ✓ Las fechas del supuesto acto discriminatorio y si la presunta discriminación está en curso.
- ✓ Los nombres de las personas o partes denunciadas específicas (por ejemplo, agencias u organizaciones) que presuntamente han discriminado.
- ✓ Información suficiente para entender los hechos que llevaron a la parte denunciante a creer que la discriminación ocurrió en un programa o actividad que recibe asistencia financiera federal.

Las denuncias recibidas serán reconocidas y procesadas, una vez que se haya establecido la intención de la parte denunciante de proceder con la denuncia.

Investigación de las denuncias

Las denuncias en las que la **LAPC** sea nombrada como la parte denunciada (es decir, el destinatario/entidad contra la que se ha presentado una denuncia por discriminación) se enviarán a la agencia estatal o federal correspondiente para su adecuada disposición, de acuerdo con sus procedimientos.

La **LAPC** asumirá la responsabilidad de investigar las denuncias contra cualquiera de sus contratistas, consultores, arrendadores, etc.

Para ser aceptada, una denuncia de derechos civiles debe cumplir con los siguientes criterios:

1. La denuncia debe ser presentada dentro de los **180** días calendario de la fecha en que supuestamente ocurrió el incidente o cuando la parte denunciante tomó conocimiento de la presunta discriminación.
2. La o las acusaciones deben referirse a una protección no discriminatoria como raza, color, nacionalidad, discapacidad, etc.
3. La o las acusaciones deben involucrar un programa o actividad de un beneficiario de ayuda federal, contratista, consultor o arrendador.

La **LAPC** revisa y determina la acción apropiada con respecto a cada denuncia.

Cuando se recibe una denuncia, la **LAPC** proporcionará un reconocimiento por escrito a la parte denunciante dentro de los **14** días hábiles. Se notifica a la parte denunciante sobre la medida propuesta que se tomará para procesar la acusación. La carta de notificación/correo electrónico contendrá:

- ✓ La razón de la denuncia.
- ✓ Una breve declaración de la(s) acusación(s) sobre la cual la **LAPC** tiene jurisdicción.
- ✓ Una indicación de cuándo se contactará con las partes.

La investigación realizada por la **LAPC** consiste en una entrevista personal con la o las partes denunciadas. La información recopilada en esta entrevista incluye pero no se limita a la información completada en el *Formulario de denuncia*.

Si se necesita más información para abordar la denuncia, la **LAPC** puede ponerse en contacto con el denunciante. Si una denuncia se considera incompleta o si se solicita información adicional, se le proporcionará al denunciante **7** días hábiles para presentar la información requerida. No hacerlo puede considerarse una buena causa para una determinación de que no hay mérito investigativo.

Dentro de los **30** días hábiles de la aceptación de la denuncia, la **LAPC** preparará un informe de investigación. El informe incluirá una descripción narrativa del incidente, la identificación de las personas entrevistadas, las conclusiones y la recomendación para su disposición. Solo investigadores razonablemente calificados y capacitados deben llevar a cabo la investigación.

Después de que la **LAPC** revise la denuncia, se emitirá una de dos (2) cartas a la parte denunciante: Una carta de cierre o una carta de determinación (letter of finding, LOF).

- ✓ Una carta de cierre resume las acusaciones y afirma que no hubo una violación de los derechos civiles y que el caso será cerrado.
- ✓ Una carta de determinación (LOF) resume las acusaciones y las entrevistas con respecto al supuesto incidente, y explica si se producirá alguna acción disciplinaria, capacitación adicional del miembro del personal u otra acción.

Si el denunciante desea apelar la decisión, tiene **20** días hábiles después de la fecha de la carta de determinación para hacerlo.

Desestimación

Se puede recomendar la desestimación de una denuncia de derechos civiles por las siguientes razones:

1. La parte denunciante solicita el retiro de la denuncia.
2. La parte denunciante no responde a las repetidas solicitudes de información adicional necesaria para procesar la denuncia.
3. La parte denunciante no puede ser localizada después de intentos razonables.

Lista de denuncias

La **LAPC** mantiene un registro de denuncias, como se muestra, en el que se describe la lista de denuncias, investigaciones y demandas que alegan discriminación. La lista incluirá la fecha en que se

presentó la denuncia, investigación o demanda de derechos civiles, un resumen de la acusación, el estado de la denuncia, investigación o demanda, las acciones tomadas por la **LAPC** en respuesta y las determinaciones finales relacionadas con la denuncia, investigación o demanda.

La **LAPC** presentará un registro de todas las denuncias recibidas según el Título VI, y cualquier registro adicional pertinente a la Oficina del Título VI de WisDOT, según se solicite.

Para obtener más información, comuníquese con:

Coordinadora del Título VI de la LAPC

Erin Duffer

eduffer@lacrossecounty.org

(608) 785-5597

Formulario de denuncias y comentarios

Deseamos saber su opinión. Si desea presentar un comentario o una denuncia a la **LAPC**, complete este formulario y envíelo por correo electrónico a eduffer@lacrossecounty.org, por correo postal o en persona a la dirección que se indica a continuación.

LAPC

212 6th St N, Room 1600
La Crosse, WI 54601

También nos puede llamar al 608-785-5597. Asegúrese de proporcionar su información de contacto para recibir una respuesta.

Sección A: Requisitos de formato accesible

Sírvase verificar el formato preferido para este documento

☐ Texto de tamaño grande	☐ TDD o Retransmisión	☐ Registro para auditoría	☐ Otro (si se selecciona, indique qué tipo de formato desea en el casillero que figura a continuación)
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Haga clic o toque aquí para ingresar el texto.

Sección B: Información de contacto

Nombre <input type="text"/>	Teléfono (incluido el código de área) <input type="text"/>
Dirección <input type="text"/>	Ciudad <input type="text"/>
Estado <input type="text"/>	Código postal <input type="text"/>

Correo electrónico

¿Presenta esta denuncia en su propio nombre?	☐ Sí	☐ No
--	-----------------------------	-----------------------------

Si responde que no, indique el nombre y la relación que tiene con la persona en nombre de la cual presenta la denuncia y por qué usted completa el formulario en su nombre en el casillero que figura a continuación.

Sírvase confirmar que obtuvo permiso de la parte agraviada si completa el formulario en nombre de un tercero.	☐ Sí	☐ No
---	-----------------------------	-----------------------------

Sección C: Tipo de comentario

¿Qué tipo de comentario proporciona? Indique qué categoría es la que mejor aplica.

☐ Denuncia	☐ Sugerencia	☐ Felicitación	☐ Otro
-----------------------------------	-------------------------------------	---------------------------------------	-------------------------------

¿Cuál de los siguientes describe el tipo de comentario? Marque uno o más de los casilleros.

☐ Raza	☐ Color	☐ Nacionalidad	☐ Religión
☐ Edad	☐ Sexo	☐ Servicio	☐ Estado de ingresos
☐ Dominio limitado del inglés (Limited English Proficient, L.E.P)		☐ Ley de estadounidenses con discapacidades (Americans with Disability Act, A.D.A)	

Sección D: Detalles del comentario

Responda las siguientes preguntas sobre su comentario

¿En qué fecha ocurrió el incidente?	Haga clic para agregar la fecha en el siguiente formato: Día, mes, año
¿A qué hora ocurrió el incidente?	Haga clic para agregar la hora
¿Cuál es el nombre o identificación del empleado o empleados involucrados?	Haga clic o toque aquí para ingresar el texto.
¿Cuál es el nombre o identificación de otros involucrados?	Haga clic o toque aquí para ingresar el texto.
¿En qué lugar ocurrió el incidente?	Haga clic o toque aquí para ingresar el texto.
Agregue cualquier detalle descriptivo adicional sobre el incidente.	Haga clic o toque aquí para ingresar el texto.

En el casillero que figura a continuación, explique del modo más claro posible qué ocurrió y por qué cree que fue discriminado.

Haga clic o toque aquí para ingresar el texto.

Sección E: Seguimiento

¿Podemos comunicarnos con usted si necesitamos más detalles o información?

☐ Sí

☐ No

Si la respuesta es afirmativa, ¿cuál es el modo de comunicación que prefiere? Seleccione la forma de contacto preferida a continuación

☐ Teléfono

☐ Correo electrónico

☐ Correo postal

Si prefiere que lo contactemos por teléfono, indique el mejor día y la mejor hora para comunicarnos.

Haga clic aquí para agregar la hora preferida

Haga clic aquí para agregar el día preferido

¿Ha presentado una queja ante alguna otra agencia federal, estatal o local?

☐ Sí

☐ No

En caso afirmativo, indique las agencias y la información de contacto (nombre de la agencia, dirección, correo electrónico, teléfono).

Haga clic o toque aquí para ingresar el texto.

Sección F: Resultado deseado

Indique a continuación, qué pasos desearía que se tomaran para abordar el conflicto o problema.

Haga clic o toque aquí para ingresar el texto.

Sección G: Firma

Adjunte todo documento que tenga que apoye esta acusación. Luego, coloque la fecha y firme este formulario y envíelo a la LAPC.

Nombre Haga clic o toque aquí para ingresar el texto.

Fecha: Haga clic para agregar la fecha en el siguiente formato: Día, mes, año

Firma Haga clic o toque aquí para ingresar el texto.

Appendix 11

Title VI Assurances

FHWA/WISDOT SUBRECIPIENT STANDARD TITLE VI/NONDISCRIMINATION ASSURANCES FFY 2026

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

Statutory/Regulatory Authorities

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

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

General Assurances

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

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

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

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted 2026 Unified Planning Work Program :

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

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all 2026 Unified Planning Work Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

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

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

reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

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

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

The **La Crosse Area Planning Committee** gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the **2026 Unified Planning Work Program**. This ASSURANCE is binding on *Wisconsin*, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the **2026 Unified Planning Work Program**. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

La Crosse Area Planning Committee

(Name of Recipient)

by **Robert Gollnik** Digitally signed by Robert Gollnik
Date: 2025.10.01 13:57:27 -05'00'
(Signature of Authorized Official)

DATED **October 1, 2025**

Appendix 12

Resolution Approving Title VI Plan

Note:
To be
updated
when
approved

La Crosse Area Planning Committee

RESOLUTION 17 – 2026

APPROVING THE

Title VI Nondiscrimination Program and Limited-English Proficiency Plan

WHEREAS, the Fixing America’s Surface Transportation (FAST) Act signed into law in 2015 is codified in Title 23 Part 450 of the Code of Federal Regulations (23 CFR 450) and in 49 CFR 613. Section 450.316, Interested Parties, Participation, and Consultation, requires MPOs to develop a participation plan in consultation with all interested parties; and

WHEREAS, the United States Department of Transportation regulations require the LAPC to establish and maintain a Title VI Program to carry out U.S. Department of Transportation Title VI regulations (49 CFR part 21) and to integrate into its programs and activities considerations expressed in the Department’s Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient Persons (70 FR 74087, December 14, 2005); and

WHEREAS, the La Crosse Area Planning Committee (LAPC) intends that no person shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any LAPC program or activity, regardless of funding source; and

WHEREAS, the LAPC will affirmatively ensure that in any contract entered into, 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, or national origin in consideration for an award; and

NOW, THEREFORE, BE IT FURTHER RESOLVED: that the LAPC approves the *Title VI Nondiscrimination Program and Limited-English Proficiency Plan* as being consistent with metropolitan plans and policies.

LA CROSSE AREA PLANNING COMMITTEE

Patrick Barlow, Chair

Bob Gollnik, Executive Director

Dated: November 18, 2026