

ATTACHMENT I

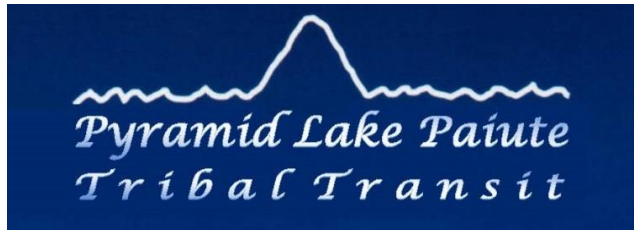
TITLE VI

The NDOT and Sections 5310, 5311, and 5339 subrecipients must comply with applicable provisions of 49 U.S.C. 5332. These provisions prohibit discrimination based on race, color, religion, national origin, sex, age, and disability, and prohibit discrimination in employment or business opportunity.

Applicants must submit a Title VI plan with this application. Please include the plan as Attachment I

**Please submit the applicant's
TITLE VI PLAN as Attachment**

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Title VI Program

PYRAMID LAKE PAIUTE TRIBAL TRANSIT

Serving the Pyramid Lake Indian Reservation and local area within 50 mile radius in Northern Nevada including Washoe and Lyon Counties.

Pyramid Lake Tribal Council:

- Tribal Chairman
- Tribal Vice Chairman
- Tribal Council Members (8)

Pyramid Lake Paiute Tribal Transit:

- Program Officer
- Transit Manager
- Transit Specialist/Dispatcher
- Transit Operators (4)

775-574-2410/775-574-1008 (F)
PO BOX 256
NIXON NV 89424

Council Adopted: _____

FTA Concurrence: _____

PYRAMID LAKE PAIUTE TRIBAL TRANSIT
TITLE VI PROGRAM PLAN

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ATTACHMENT

Attachment 1: LIMITED ENGLISH PROFICIENCY PLAN

A. TITLE VI NOTICE TO THE PUBLIC

Notice to the Public of Rights Under Title VI

Pyramid Lake Paiute Tribal Transit

The Pyramid Lake Paiute Tribal Transit (PLPTT) is committed to ensuring that no person is excluded from participation in or denied the benefits of its transit services or programs on the basis of race, color, and national origin as afforded by Title VI of the Civil Rights Act of 1964. PLPTT operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act.

Any person who believes she or he has, individually, or as a member of any specific class of persons, been subjected to discrimination on the basis of race, color, or national origin may file a complaint with PLPTT.

For more information on PLPTT's civil rights program, and the procedures to file a complaint, contact our Transit Manager at 775-574-2410 or by e-mail at rhicks@plpt.nsn.us; visit our website: www.pyramidlakepaiutetribe.nsn.us; or visit our administrative offices at 309 Highway 447, Nixon, NV 89424.

A complainant may also file a complaint directly with the Federal Transit Administration, Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave. SE, Washington, DC 20590.

If information is needed in another language, contact 775-574-2410 for assistance. Para mas informacion in Espanol, puede hablar a 775-574-2410.

B. POSTED LOCATIONS OF THE TITLE VI NOTICE

PLPTT's Title VI notice to the public is posted at the following locations:

- PLPTT's website: www.pyramidlakepaiutetribe.nsn.us
- Pyramid Lake Paiute Tribal Administration Office, 208 Capitol Hill, Nixon, NV 89424
- Pyramid Lake Paiute Tribal Transit Office, 309 Highway 447, Nixon, NV 89424
- PLPTT's Bus Schedule
- Transit Buses

C. PROCEDURES FOR FILING A TITLE VI COMPLAINT

Any person who believes that he or she, individually or as a member of any specific class of persons, has been subjected to discrimination on the basis of race, color, national origin or other protected-class interests may file a written complaint with the Pyramid Lake Paiute Tribal Transit (PLPTT), the Federal Transit Administration (FTA), the U.S. Department of Transportation (USDOT), or the U.S. Department of Justice (USDOJ). Further, PLPTT prohibits intimidation, coercion, or engagement in other discriminatory conduct against anyone because he or she has filed a complaint to secure their rights as protected by Title VI.

A written and signed complaint must be filed within 180 days after the date of the alleged discrimination, unless the time for filing is extended by the Secretary of Transportation, USDOT. PLPTT encourages the complainant to file the complaint with PLPTT for immediate resolution. In case the complainant is dissatisfied with the resolution by PLPTT, the same complaint may be submitted to FTA, U.S. DOT or USDOJ. In conformance with Limited English Proficiency (LEP) requirements, the complaint form is also in Spanish.

A complainant may submit a written complaint to PLPTT directly, to FTA, or USDOJ. The contact information is:

Transit Manager Pyramid Lake Paiute Tribal Transit P.O. Box 256 Nixon, NV 89424 Or hand deliver to: 309 Highway 447 Nixon, NV 89424 Fax (775) 574-1008	Federal Transit Administration Office of Civil Rights, Region IX 201 Mission Street, Suite 1650 San Francisco, CA 94105-1839
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Federal Transit Administration Office of Civil Rights Title VI Program Coordinator East Building, 5th Floor- TCR 1200 New Jersey Ave. SE Washington, DC 2059	U.S. Department of Justice Civil Rights Division 950 Pennsylvania Ave., N.W. Washington, DC 20530
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If the complainant is not able or not capable of providing a written statement, but wishes PLPTT or FTA to investigate alleged discrimination, a verbal complaint of discrimination will be accepted by contacting the Transit Manager at (775)574-2410. The Transit Manager or designee will accept the verbal complaint by documenting the incident noting the date and time.

The complaint must be signed by the complainant, complainants, or by designation of a representative for the complainant(s). An investigation will begin no later than fifteen (15) working days of receipt of the complaint. PLPTT will determine jurisdictional responsibilities for handling the complaint. If the complaint alleges egregious discrimination regarding PLPTT services and activities, the complaint will be forwarded to FTA for formal investigation. The complainant will be contacted in writing, no later than thirty (30) working days after receipt of the complaint for additional information, if needed. The complainant may be interviewed by an appropriate official authorized to investigate the complaint. In compliance with LEP, translation services will be provided to the complainant, as necessary.

PLPTT will make every effort to complete the investigation within ninety (90) days of receipt of the complaint. However, some investigations may take longer and PLPTT will obtain concurrence from the complainant, for an extension of time to complete the investigation.

PLPTT will provide the complainant with a complaint closure letter with a summary description of the allegation, investigation methodology and identify remedial steps if discrimination is found. The respondent or respondent agency will also receive a copy of the closure letter.

The complainant will have five (5) working days from receipt of the report to appeal PLPTT's findings. If neither party appeals, the complaint will be closed.

D. TITLE VI COMPLAINT FORM

The complainant will use the following complaint form:



Title VI Complaint Form

Title VI of the 1964 Civil Rights Act requires that "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to Pyramid Lake Paiute Tribal Transit, P. O. Box 256, Nixon, NV 89424 or 309 Highway 447, Nixon, NV 89424.

1. Complainant's Name: _____

2. Mailing Address: _____

3. City/State/Zip Code: _____

4. Telephone: _____

5. Person discriminated against (if other than complainant):

Name: _____

Address: _____

City/State/Zip Code: _____

6. Which of the following best describes the reason you believe the discrimination took place? Was it because of:

a. Race:

b. Color:

c. National Origin:

7. What date did the alleged discrimination take place? _____

8. In your own words, describe the alleged discrimination. Explain what happened and whom you believe to be responsible. Please use addition sheets of paper if necessary.

9. List any others who may have knowledge of this event:

Name	Address	City/State/Zip Code

10. Have you filed this complaint with any other federal, state, or local agency; or with any Federal or State Court? Yes No

If yes, check each box that applies:

Federal Agency Federal Court State Agency
State Court Local Agency

11. Please provide a contact name at the agency/court where the complaint was filed: _____

Please sign below:

Complainant's Signature: _____ Date: _____

You may attach any written materials or other information that may be relevant to your complaint

Verbal Complaint Intake by: _____ DATE: _____ TIME: _____ AM/PM

TITULO VI DENUNCIA FORMA

Titulo VI de la Ley de derechos civiles de 1964 requiere que "ninguna persona en los Estados Unidos, por motivos de raza, color y origen nacional, se excluya de la participación en, negar los beneficios de o ser objeto de discriminación en cualquier programa o actividad que reciba asistencia financiera federal."

La siguiente información es necesaria para que nos ayuden en el procesamiento de su queja. Si necesita cualquier ayuda para completar este formulario, háganoslo saber.

Completar y devolver este formulario a Pyramid Lake Paiute Tribal Transit, P. O. Box 256 Nixon, NV 89424, 309 Hwy 447 Nixon, NV 89424.

1. Su Nombre: _____

2. Domicilio: _____

3. Ciudad/Estado/Código Postal: _____

4. Teléfono: _____

5. Persona discriminada:

Nombre: _____

Domicilio: _____

Ciudad/Estado/Código Postal: _____

6. ¿Cuál de las siguientes mejor describe la razón por la que creo la discriminación tuvo lugar? ¿Puede ser porque?

a. Raza:

b. Color:

c. Origen Nacional:

7. ¿Qué fecha la presunta discriminación llevaron a cabo? _____

8. En sus propias palabras, describir la presunta discriminación. Explicar lo que ocurrió y a quien considera responsable. Utilice hojas adicionales si es necesario.

9. Lista de las usuariols que pueden tener conocimiento de este evento.

Nombre	Domicilio	Cuidad/Estado/Cidigo Postal

10. Han prsentado esta queja con cualquier otro federal, Estado o agencia local; o con cualquier tribunal federal o estatal? Si: No:

En caso afirmativo, comprobar cada cuadro que se aplica

Federal Federal Tribunal Estado Agencia
Estado Tribunal Agencia Local

11. Proporcione un nombre de contacto en la Agencia donde se presente la denuncia.

Par favor su firma: _____ Fecha: _____

Puede adjuntar cualquier materials escrito u otra informacion que puede ser pertinente a su queja.

Verbal Complaint Intake by: _____ **DATE:** _____ **TIME:** _____ **AM/PM**

E. RECORD OF INVESTIGATIONS, COMPLAINTS, LAWSUITS

Over the past three years, there were no complaints, investigations or lawsuits filed against PLPTT alleging discrimination on the basis of race, color, or national origin.

F. PUBLIC PARTICIPATION PLAN-PROMOTING INCLUSIVE PUBLIC PARTICIPATION

Public involvement is fundamental and essential in achieving an equitable program, services and activities. Public participation provides for public involvement of all persons, including Native American Tribal Governments, minorities and low-income persons, affected public agencies, employees, the general public, transportation service providers, public transit users and other interested parties of the community effected by transit and transportation plans, programs and projects.

In order to integrate the considerations expressed in the USDOT Order on Environmental Justice and the USDOT LEP Guidance into community outreach activities, PLPTT will seek out and consider the viewpoints of minority, low-income, and LEP populations in the course of conducting public outreach and involvement activities. PLPTT's public participation strategy shall strive to offer early and continuous opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transit and transportation decisions.

G. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

Limited English Proficiency (LEP) individuals are those who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English. PLPTT provides language assistance to ensure that LEP individuals have meaningful access to its services, including route information, telephone-based customer service, printed materials including public meeting notices, and other customer based services.

In developing the LEP Plan, PLPTT applied the Four-Factor Framework needs assessment in Section V of the *Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency Persons* and prepared a comprehensive LEP Plan supplementing the Title VI Plan (Attachment 1.)

At minimum, PLPTT will:

- Provide translation services into Spanish at public meetings, as Needed
- Translate customer service related transit schedules into Spanish
- Continue to translate program brochures into Spanish, as needed
- Provide training to PLPTT employees on how to service LEP persons
- Identify a PLPTT employee and or volunteer to provide Spanish translation services for customer public counter service and telephone calls to the PLPTT
- Collaborate with minority organizations to ensure LEP persons are aware and have access to PLPTT services.

The LEP Plan reflects the overall goal of improving and maintaining language access for PLPTT customers as transit riders and project recipients. The intent is to achieve a balance that ensures meaningful access to programs and services while avoiding undue burdens on PLPTT resources.

H. EFFORTS TO ENSURE SUBRECIPIENT COMPLIANCE

PLPTT does not have any subrecipients at this time. In the event PLPTT does begin to pass-through funds to a subrecipient, overall monitoring and compliance reviews will be performed on PLPTT's subrecipients to ensure compliance with Title VI responsibilities.

I. TITLE VI EQUITY ANALYSIS

No facilities have been constructed in the past four years.

J. COUNCIL RESOLUTION:

RESOLUTION NO.: PL -

**RESOLUTION OF THE TRIBAL COUNCIL
OF THE PYRAMID LAKE PAIUTE TRIBE
NIXON, NEVADA**

WHEREAS, the Pyramid Lake Paiute Tribe is organized pursuant to the provisions of Section 16 of the Indian Reorganization Act (25 U.S.C. § 476) and is federally recognized by the United States Government through the Secretary of the Interior and the Bureau of Indian Affairs; and

WHEREAS, the Pyramid Lake Paiute Tribe, pursuant to Article VI, Section 1 of the Constitution and By-laws of the Tribe,

WHEREAS, The Federal Government enacted the Title VI of the Civil Rights Act of 1964, as amended, to prevent discrimination on the grounds of race, color, sex age, disability or national origin and to ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, sex, age disability or national origin; and

WHEREAS, under the Tribal organization, the Pyramid Lake Paiute Tribal Transit (PLPTT) is required to comply with the requirements of the Act and applicable implementing regulations; and

WHEREAS, Title VI and Limited English Proficiency plans are required to be established and updated triennially; and

WHEREAS, PLPTT staff has prepared the Title VI and LEP Plans attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, that the Pyramid Lake Paiute Tribal Council hereby approves the Title VI and LEP Plans for the Pyramid Lake Paiute Tribal Transit.

CERTIFICATION

It is hereby certified that the foregoing resolution of the Pyramid Lake Paiute Tribal Council, governing body of the Pyramid Lake Paiute Tribe, composed of ten members, of whom constituting a quorum were present at a meeting duly held on the ____ day of _____, 2019 was adopted by the affirmative vote of ____ FOR and ____ AGAINST, with ____ ABSTENTIONS; pursuant to the authority contained in the Constitution and By-laws of the Pyramid Lake Paiute Tribe.

*Brenda A. Henry, Tribal Secretary
Pyramid Lake Paiute Tribal Council*

K. SYSTEM-WIDE SERVICE STANDARDS

- **Vehicle Load Standards**

The average vehicle load standard for local routes shall not exceed the manufacturer set passengers per seat based on vehicle type and capacity. The average vehicle load standard for the express routes shall not exceed manufacturer set passengers per seat based on vehicle type and capacity.

- **Vehicle Headway Standards**

Local route services operate hourly from early morning to late in the evening five days a week.

- **On-Time Performance Standards**

100% of transit vehicles will complete their established runs no more than 15 minutes early or late in comparison to the established schedule/published timetables.

- **Service Availability Standards**

The 2011-2015 American Community Survey estimates a population of 29,681 for the Pyramid Lake Indian Reservation area. The population of the Pyramid Lake Indian Reservation is 1,875. The majority of the Pyramid Lake Indian reservation population lives within a thirty mile of the local transit routes. The PLPTT endeavors to provide efficient and timely transit service to the Pyramid Lake Indian Reservation area dependent on the availability of ongoing operating subsidy funding and continues to look for additional funding to increase services.

L. SERVICE POLICIES

- **Transit Amenities Policy**

Installation of transit amenities along bus routes are based on a flat fee scale.