

## ADOT TITLE VI LIAISON QUARTERLY REPORT CHECKLIST

Division/Project: \_\_\_\_\_

### Reporting Quarter

- 1/1 - 3/31 ☐  
 4/1 - 6/30 ☐  
 7/1 - 9/30 ☐  
 10/1 - 12/31 ☐

		Yes	No	NA	Comments
1.	Title VI Liaison & Title:				
2.	Were any manuals, policies or procedures updated this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	How many projects were conducted this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	What method(s) does your office use to collect this data?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	In accordance with USDOT Order 1050.2A did all request for proposals/solicitations for bids and consultant agreements/construction contracts include Title VI related language (Appendix A & E)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Were any public meetings conducted this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Did all of your public advertisements contain ADA and Title VI Nondiscrimination language?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Were Title VI summary reports provided to External Civil Rights Office for all public meetings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Are current copies of ADOT ADA and Title VI Nondiscrimination notice available and accessible to your division/office and any offsite location?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Do you have Title VI material available in languages other than English?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Is information about Title VI disseminated to your consultants?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Were any Title VI Populations affected this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

		Yes	No	NA	Comments
13.	Was there four factor analysis conducted for each project listed in Section III?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.	What steps were taken to ensure “meaningful” access to LEP individuals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15.	Please explain the LEP services that were provided this quarter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	How many LEP services were requested this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	Cost of LEP service provided this quarter?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18.	List any complaints of discrimination filed with your division/program area for reporting period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Has the Title VI Liaison received Title VI training within the last two years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	Has the department received training within the last two years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	Does the program area have Title VI training request?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22.	Please list major accomplishments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	List any efforts your program made to your processes towards compliance with Title VI.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24.	Were any documents attached?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Feedback: