

CIVIL RIGHTS MEETING SUMMARY

All ADOT program areas that convene a public meeting of hearing must submit to the Title VI program a Civil Rights Meeting Summary within two weeks of the hosted events.

CIVIL RIGHTS MEETING SUMMARY FOR: _____

TO: External Civil Rights Office

FROM (Name, Title, Program Area/Unit):

Name and purpose of meeting:

Date, location and summary of activities at meeting:

Number of public attendees: _____

Accommodation Request for Language Needs and ADA:

Accommodations made in advance or requested? (ex. Interpretation, translation, listening device)	How was the request accommodated? (ex. Interpreter, Translator, renting of a listening device)	Estimated cost associated with accommodation? (\$)

of Self-Identification Surveys returned: _____

ADOT Self-Identification Survey - Title VI

CATEGORY	DESIGNATION	COUNT
Race/Ethnicity	African American/Black	
	American Indian/Alaskan Native	
	Asian	
	Hispanic/Latino	
	Native Hawaiian/Other Pacific Islander	
	White	

Where were meeting notices advertised? Please provide the name of the publication, web addressed if posted online and any physical locations of where notices were posted.

What community engagement tools were used to include potentially affected communities?

Provided or attach the demographic information that was collected to identify language needs for this meeting. Data should include in-person and on-line data collected.

Please submit to the Civil Rights Office:

- **Advertisement(s) used to publicize this meeting**
- **Mailer(s) that were used to publicize this meeting**
- **Photo(s) of the Title VI display to include:**
 - **ADA/Title VI Nondiscrimination Notice to the Public.**
 - **Self-Identification Surveys**
 - **Sign-in sheet with the date of the meeting**
- **A copy of the Public Involvement Plan (if applicable)**

Additional Information (Optional): Use the space below to provide any additional information about the meeting or accommodations.

Please email the completed form to Titlevi@azdot.gov.