

Federal Transit Administration

Title VI Program

Fremont Transit Program

2026

Reviewed and Approved by 
Fremont City Council
Fremont Transit Program

02-10-2026
Date



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Non-Discrimination Statement of Policy

Under Title VI of the Civil Rights Act of 1964 and related statutes, the Fremont Transit Program is committed to ensuring that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, denied the benefits or services of, or be otherwise subjected to discrimination in all programs, services, or activities administered by the Fremont Transit Program.



Dev Sookram
Mayor
City of Fremont

02-10-2026

Date

All entities who receive Federal Transit Administration (FTA) grant dollars either directly from the FTA or through the Nebraska Department of Transportation (NDOT) are subject to the Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the U.S. Department of Transportation's implementing regulations. This manual provides technical assistance on Title VI compliance requirements.

1 Introduction and Overview

1.1 Plan Statement

The Fremont Transit Program operates a demand response public transit program serving the residents of the City of Fremont in Nebraska and extending 2 miles beyond City limits. As a condition of receiving federal financial assistance to operate these services, the agency ensures that its programs, policies, and activities comply with Title VI of the Civil Rights Act of 1964. The following program details how the Fremont Transit Program meets the Title VI requirements set forth in the Federal Transit Administration (FTA) Circular 4702.1B.

The Fremont Transit Program receives federal FTA funding through the Nebraska Department of Transportation (NDOT) Transit Section. NDOT administers the Fremont Transit Program FTA transit service funding and provides all Title VI program oversight for the Fremont Transit Program.

1.2 Policy

Section 601 under Title VI of the Civil Rights Act of 1964 states the following:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

The Fremont Transit Program is committed to ensuring that no person, on the basis of race, color, or national origin, shall be excluded from participation in or subjected to discrimination under its programs or services, or be denied the benefits of the level and quality of transit services provided by the agency's employees, affiliates, and contractors.

1.3 Authorizing Legislation

Most federal transit laws are codified at Title 49 U.S.C. Chapter 53. Authorizing legislation is substantive legislation enacted by Congress that establishes or continues the operation of a federal program or agency. FTA's most recent authorizing legislation is entitled the *Bipartisan Infrastructure Law*, signed into law on November 15, 2021.

1.4 How to Contact FTA and the Fremont Transit Program

For more information regarding the Fremont Transit Program's Title VI Program, please contact the agency at:

Fremont Transit Program
Attn: Angie Olson
400 E Military Avenue
Fremont, NE 68025
402-727-2637
angie.olson@fremontne.gov

FTA may be contacted at:

Federal Transit Administration
Region 7
901 Locust Street, Suite 404
Kansas City, MO 64106
Phone: 816-329-3920

or

Federal Transit Administration
Office of Civil Rights
Attention: Title VI coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE,
Washington, D.C. 20590

NDOT may be contacted at:

Nebraska Department of Transportation
Kimberly Baker, Civil Rights Compliance Manager
1500 Nebraska Parkway
P.O. Box 94759
Lincoln, NE 68509-4759
402-479-4544
ndot.civilrights@nebraska.gov

1.5 Governing Body

The governing body of the Fremont Transit Program comprises eight elected Fremont City Council members.

1.6 FTA Circular 4702.1B

The Fremont Transit Program's Title VI Plan has been developed to address FTA's Title VI requirements and oversight responsibilities. The plan follows the guidelines set forth in FTA Circular 4702.1B.

2 General Reporting Requirements

2.1 Assurances

The Fremont Transit Program annually submits its Certifications and Assurances to NDOT. NDOT collects the Fremont Transit Program's Title VI Assurances prior to passing through FTA funds.

2.2 Prepare and Submit a Title VI Program

The Fremont Transit Program submitted its previous Title VI Program to the NDOT Civil Rights Office in March 2024. The current Title VI Program is intended to fulfill submission requirements for the 2026–2029 reporting period.

The Fremont City Council will review and approve the current Title VI Program prior to its submission to NDOT. This approval is documented via the signature line on the cover of this Title VI Program, and

subsequent documentation will be submitted with the Fremont Transit Program's Title VI Program. The effective date of the Program will be the date of the resolution.

The Fremont Transit Program will submit its Title VI Program to the NDOT Civil Rights Office for review and approval.

2.3 Title VI Notice

The Fremont Transit Program complies with Title VI and notifies the public of the protections against discrimination afforded to them by Title VI. The notice is posted in the following public locations: (a) on the Fremont Transit Program website (<https://fremontne.gov/984/Fremont-Transit-Program>); (b) posted in a visible location inside transit vehicles; and (c) at a visible public location at Fremont Transit Program's main office. This notice has been translated in accordance with NDOT's LEP plan.¹ See **Appendix A** for a copy of the Fremont Transit Program's Title VI notice to the public.

2.4 Title VI Complaint Procedure and Complaint Form

The Fremont Transit Program has adopted the NDOT procedures and forms for investigating and tracking Title VI complaints of discrimination. The following complaint procedures are patterned after the FTA's requirements and guidance.

All FTA-related Title VI complaints filed against the Fremont Transit Program are forwarded to both the NDOT Civil Rights Compliance Manager and the NDOT Transit Program Manager in the Local Assistance Division for processing, in coordination with the NDOT Civil Rights Office. The Fremont Transit Program will maintain a log of all complaints received (see **Appendix D**), including the following:

- The date the complaint was filed
- A description of the complaint
- Dates of all significant actions taken
- All correspondence with the complainant or respondent

NDOT will review all complaints for programs and activities receiving FTA financial assistance.

The Fremont Transit Program's Title VI complaint procedures and forms are available to members of the public at <https://fremontne.gov/984/Fremont-Transit-Program> or by request. The Title VI Complaint Form has been translated in accordance with NDOT's LEP plan and is provided in **Appendix B**.

The following section describes the Fremont Transit Program's Title VI complaint procedures.

2.4.1 Filing a Transit-Related Complaint with the Fremont Transit Program

Persons Eligible to File

Any person who believes they, or any program beneficiary, has been subjected to unequal treatment or discrimination in their receipt of transit benefits and/or services on the basis of race, color, or national origin may file a Title VI complaint with the Fremont Transit Program. Complaints may be filed directly by the affected individual(s) or by a representative on their behalf.

¹ <https://dot.nebraska.gov/media/rngflsav/ndot-limited-english-proficiency-plan.pdf>

Complaint Substance and Format

To file a complaint with the Fremont Transit Program, complainants should complete and submit the agency's Title VI Complaint Form or submit a written letter containing the following information:

- The name(s) of the persons(s) filing the complaint (the complainant)
- Mailing address and phone number of the complainant(s)
- Name of the person(s) or entity alleged to have engaged in discrimination
- Date of the incident
- A detailed description of the incident
- An explanation of how the incident involved discrimination based on race, color, or national origin
- The names, mailing addresses, and phone numbers of witnesses or third parties to the incident
- Any additional information relevant to the complaint

A complaint may be filed on behalf of another person with their expressed written consent. The Title VI Complaint Form or letter of complaint must be signed by the complainant or by their authorized representative.

Time Frame for Filing Complaints

Complaints must be received no more than 180 calendar days after the alleged incident and must involve allegations of discrimination on the basis of race, color, or national origin to be investigated as an unlawful discriminatory practice under Title VI. FTA may grant an extension.

If the Fremont Transit Program receives a complaint, the Fremont Transit Program will submit the complaint to the NDOT Civil Rights Office for review.

After a complaint is received, an NDOT investigator will determine whether it meets the criteria and whether NDOT has jurisdiction. The complainant will receive an acknowledgement letter by mail about whether the investigation will proceed.

Processing and Investigating Complaints

NDOT strives to complete investigations within 90 days. At any time during the investigation, the investigator may request additional information to assist in the investigation of the incident. The complainant will be given 15 business days to respond to the request for additional information. If NDOT is not contacted by the complainant or does not receive the additional information within 15 business days, NDOT can administratively close the case. The case can be administratively closed if the complainant no longer wants to pursue the case.

Closing a Complaint

After NDOT reviews the complaint, one of two letters will be issued to the complainant: a closure letter or a letter of finding. A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A letter of findings 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. Complainants have 30 days to appeal the findings of the investigation.

Contact Information

Complaint forms are available on the Fremont Transit Program website at <https://fremontne.gov/984/Fremont-Transit-Program>. For additional questions regarding the Fremont Transit Program's Title VI complaint procedures or Title VI Program, individuals may contact the Fremont Transit Program at the contact information provided in **Section 1.4**. For more information on NDOT's Title VI complaints procedure or Title VI Program, or for assistance placing a complaint in writing or for language assistance, contact the NDOT Civil Rights Office at the contact information provided in **Section 1.4**.

2.4.2 Fremont Transit Program Title VI Complaint Form

See **Appendix B** for a copy of the Fremont Transit Program's Title VI Discrimination Complaint Form.

2.5 List of Title VI Investigations, Complaints, and Lawsuits

As of the current Title VI Program submission, no transit-related complaints specific to Title VI were filed; therefore, there are no incidents to track or report. The Fremont Transit Program would use the Complaint and Lawsuit Tracking Form in **Appendix D** to conduct an investigation, receive a complaint, or file a lawsuit alleging discrimination on the basis of race, color, or national origin. The Fremont Transit Program will report all Title VI complaints to the NDOT Civil Rights Office and FTA.

2.6 Inclusive Public Participation

The Fremont Transit Program's public involvement strategy is intended to promote awareness and provide ample opportunity for the public to participate in the Fremont Transit Program's transportation decision-making surrounding projects, fares and/or service charges, and application for federal operating assistance. Examples include the following:

- Ensuring the timely dissemination of information to the public
- Considering the input and encouraging the participation of underserved groups in the Fremont Transit Program's transportation decision-making process
- Granting timely public notice and an adequate review period through this process
- Facilitating adequate public review of major project revisions
- Granting the opportunity for the review of proposed and final plans
- Encouraging and documenting public comment

For these purposes, the Fremont Transit Program will announce and hold a public hearing in the event of a fare increase, major change in service, or capital construction project. Additionally, the Fremont Transit Program will provide adequate public notice in the event of a vehicle purchase or when submitting an application for state or federal operating assistance funds with no major service changes or fare increases.

For the purpose of definition, a major change or reduction service will include a reduction in total system vehicle-hours of 10 percent or more, the elimination of service in an area with a population of 2,000 or more, the elimination of service on one or more days of the week, or a change in the type of transit service in an area with a population of 2,000 or more. A fare increase will include an increase in single ride fare for any transit service including other fare categories or a decrease in the discount(s) offered for fare categories.

Public hearings will be advertised in a newspaper of general circulation in the geographic area the project will serve at least 15 calendar days in advance of the public hearing, and the comment period will extend 15 days following the public hearing. Notice of hearings will include a concise description of the proposed project and will advertise the availability of translated copies of said hearing notice and/or other publicly released meeting documents in accordance with the Fremont Transit Program's LAP. Hearings will be held in accessible locations and at times convenient for public attendance.

Written or verbal comments from the public will be accepted during and for at least 15 days following the public hearing. These comments will be reviewed as part of the agency's decision-making process surrounding transportation projects.

An agency staff member will record and prepare formal minutes of the public hearing. These minutes will be available to the public on request. Translations of these minutes, as well as other publicly released meeting documents (e.g., announcements, surveys, comment cards), will be made available to members of the public on request. The availability of translated minutes and other public documents will be advertised on the agency's public hearing notice.

Summary of Past Outreach Efforts

The Fremont Transit Program routinely performs outreach to the public through a number of outlets (for example, public hearings; social media posts; local paper and radio station ads; local community festival parade participation; booths at events such as Manufacturing Employee Resource Fair hosted by the Fremont Area Chamber of Commerce and the Seasons of Support hosted by the Fremont Area Aging Resource Network; flyers posted at area businesses and social service organizations).

These outreach events were attended by the general public, including those who identify as minority, limited English proficiency (LEP), seniors, and persons with disabilities. The Fremont Transit Program personnel reported interactions with persons who identify as Hispanic and Spanish speaking. The staff translates English to Spanish in the office as needed.

2.7 Providing Meaningful Access to LEP Persons

Fremont Transit Program provides transportation to the general public located within a two-mile radius of the City of Fremont. Fremont Transit Program personnel report that contact with LEP persons is common and that bilingual staff members and Nebraska Language Line services have been used, as needed. The following analysis was completed to inform a Language Assistance Plan that considers the needs of LEP persons who could potentially be encountered by the agency as it administers its programs in the service area.

To facilitate this analysis, 2019-2023 America Community Survey data was analyzed for the agency's service area to inform the Four-Factor Analysis and subsequent Language Assistance Plan. The data show that the number and proportion of LEP persons in the service area is significant, with approximately 84 percent of the population estimated to speak only English. These results and the Fremont Transit Program Language Assistance Plan can be found in **Appendix C**.

Service Area Profile Conclusions

Based on the four-factor analysis, the number and proportion of non-English speaking LEP persons in the vicinity of Fremont Transit Program is significant, with Spanish-speaking LEP persons exceeding the Safe Harbor Threshold of 1,000 or more LEP persons and greater than 5 percent of the service area population. As a result, Fremont Transit Program has identified a current need to develop additional language assistance measures. Should staff encounter individuals with limited English proficiency, employees are trained to respond appropriately and to provide meaningful access to

services, as detailed in the Language Assistance Plan, using language assistance resources available through NDOT.

2.7.1 Monitoring and Updating the Fremont Transit Program LAP

The Fremont Transit Program understands that language needs will change as the service area population changes. The Fremont Transit Program will revisit the LAP every 3 years and make appropriate changes. Updates may include the following:

- The number of documented LEP person contacts encountered since the last update
- Description of how the needs of LEP persons have been addressed
- Determination of the current LEP population in the agency service area
- Determination of whether the need for language assistance has changed
- Determination of whether local language assistance has been effective and sufficient at meeting needs
- Determination of whether the agency's available outreach resources are sufficient to supply necessary language assistance
- Determination of whether complaints have been received concerning the agency's failure to meet the needs of LEP persons

2.7.2 Employee Training

The Fremont Transit Program's personnel are required to review the current Title VI Program document and sign a written statement declaring their understanding of their obligation to provide service regardless of race, color, or national origin.

Necessary personnel will be familiar with the agency's procedures for handling a potential Title VI complaint.

The Fremont Transit Program Transit Manager has taken part in the Title VI planning and training sessions through NDOT.

Additional resources for employee training include a Title VI training course hosted by NDOT and ongoing Title VI assistance and oversight provided by the NDOT Civil Rights Office.

2.8 Planning and Advisory Bodies

The City of Fremont does not have a transit-related, non-elected planning board, advisory council, or other committee. In the event such a committee were established prior to the City of Fremont's next Title VI program submission, the demographic makeup of the planning board or committee would be summarized, as required.

2.9 Equity Analysis to Determine Site or Location of Facilities

The City of Fremont Transit will complete a Title VI equity analysis during the planning stage for construction projects using FTA funds with regard to where a project is located or sited and to compare the impact of siting alternatives. The purpose of the equity analysis will be to ensure that the determination of the site or location of facilities was made without denying anyone the benefits of a federally funded program or subjecting anyone to discrimination on the basis of race, color, or national origin. Copies of subsequent equity analyses will be included in NDOT's 2029 Title VI Program submission. The City of Fremont Transit will complete an equity analysis for projects related to

facilities, including but not limited to storage facilities, maintenance facilities, operations centers, etc. NDOT follows the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

As of the publication of this Title VI Program Plan, no new location or existing facility upgrade is programmed for the time period of this plan. If one is programmed after approval, it will be amended into this document as an appendix.

3 Requests for Additional Information

The Fremont Transit Program will fully cooperate with any FTA investigation of discrimination complaints to the extent required by Title VI regulations of FTA Circular 4702.1B.

Appendix A
Fremont Transit Program Title VI Notice

Title VI Notice to the Public

Fremont Transit Program operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI may file a complaint of discrimination by completing and submitting the agency's Title VI Discrimination Complaint Form. This form can be downloaded on the subrecipient's website at <https://fremontne.gov/984/Fremont-Transit-Program> or requested by contacting Angie Olson at the address provided below.

To request more information on the agency's Title VI obligations or to obtain a detailed description of the agency's Title VI discrimination complaint procedures, please visit the agency website or contact the agency using the information provided. A telephone interpreter can be provided to assist persons of limited English proficiency.

Questions about Title VI? Please contact:

¿Preguntas sobre el Título VI? Por favor comuníquese con:



Subrecipient Organization: Fremont Transit Program

Attn: Angie Olson

Mailing Address: 400 E Military Avenue
City, State ZIP: Fremont, NE 68025



Phone: 402-727-2637



Email: angie.olson@fremontne.gov



Website:
<https://fremontne.gov/984/Fremont-Transit-Program>

Notificación al Público sobre el Título VI

Fremont Transit Program opera sus programas y servicios sin tomar en cuenta raza, color, u origen nacionalidad de conformidad con el Título VI del Acta de Derechos Civiles. Cualquier persona que crea que ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja de discriminación al completar y enviar el Formulario de Queja de Discriminación de Título VI de la agencia. Este formulario se puede descargar del sitio web del subreceptor en <https://fremontne.gov/984/Fremont-Transit-Program> o solicitarse comunicándose con Angie Olson a la dirección proporcionada arriba.

Para solicitar mas información sobre las obligaciones de Título VI de la agencia o para obtener una descripción detallada del procedimiento de Quejas de Discriminación del Título VI, favor de visitar la pagina de la agencia o contactar la agencia a la dirección proporcionada arriba. Un interprete telefónico está disponible para asistir personas de dominio de Inglés limitado.



NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

Appendix B
**Fremont Transit Program Title VI Discrimination Complaint
Form**

Title VI Discrimination Complaint Form

Please complete, sign, and return this form to the address listed at the bottom of the page.

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DEPARTMENT OF TRANSPORTATION

Complainant name												
Address				City			State			Zip code		
Phone				Email								

Person discriminated against, if different from complainant												
Address				City			State			Zip code		
Phone				Email								

Type of discrimination:	<input type="checkbox"/> Race/Color	<input type="checkbox"/> Age	<input type="checkbox"/> Sex	<input type="checkbox"/> National origin	<input type="checkbox"/> Disability	<input type="checkbox"/> Other					
Date of incident											

Please provide the date and location of the alleged discriminatory actions, including both the earliest and most recent incidents.

Please provide a brief and clear account of the discriminatory incident, including details of what happened, who was involved and any differential treatment compared to others. You may also include supporting materials for your complaint. Please attach any additional written or supporting information that you believe is relevant to this complaint.

Please provide the names and contact information of persons, including witnesses or others, whom we may contact for additional information to investigate your complaint.

To process your complaint, please ensure it is signed and dated below.		MAIL 	
Signature		EMAIL 	
Date			

OFFICE USE ONLY				
Received by			Date received	

Título VI Formulario de queja por discriminación NEBRASKA

Good Life. Great Journey.

Complete, firme y envíe este formulario a la dirección que aparece en la parte inferior de la página.

DEPARTMENT OF TRANSPORTATION

Nombre del denunciante							
Dirección		Ciudad		Estado		Código postal	
Teléfono		Correo electrónico					

Víctima de la discriminación, si es diferente del denunciante							
Dirección		Ciudad		Estado		Código postal	
Teléfono		Correo electrónico					

Tipo de discriminación:	<input type="checkbox"/> Raza/Color	<input type="checkbox"/> Edad	<input type="checkbox"/> Sexo	<input type="checkbox"/> Nación de origen	<input type="checkbox"/> Discapacidad	<input type="checkbox"/> Otra opción
--------------------------------	-------------------------------------	-------------------------------	-------------------------------	---	---------------------------------------	--------------------------------------

Fecha del incidente	
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Proporcione la fecha y el lugar de las supuestas acciones discriminatorias, incluidos tanto los incidentes más tempranos como los más recientes.

Proporcione un informe breve y claro del incidente discriminatorio, incluidos los detalles de lo que sucedió, quién estuvo involucrado y cualquier tratamiento diferencial en comparación con otros. También puede incluir materiales de respaldo para su queja. Adjunte cualquier información adicional por escrito o de apoyo que considere relevante para esta queja.

Proporcione los nombres y la información de contacto de las personas, incluidos los testigos u otras personas, con quienes podamos comunicarnos para obtener información adicional para investigar su queja.

Para procesar su queja, asegúrese de que esté firmada y fechada a continuación.	
Firma	
Fecha	

DIRECCIÓN POSTAL 

CORREO ELECTRÓNICO 

SOLO PARA USO DEL OFICINA	
Recibido por	Fecha de recepción

Appendix C
Fremont Transit Program Language Assistance Plan

LANGUAGE ASSISTANCE PLAN

PREPARED BY

The City of Fremont

LANGUAGE ASSISTANCE PLAN

As a result of a Four Factor Analysis, the City of Fremont has developed a Language Assistance Plan for the Fremont Transit Program. The Language Assistance Plan addresses the identified needs of the LEP persons the City of Fremont serves, the process by which the City of Fremont will monitor and update the LAP.

The City of Fremont understands that the actions the City of Fremont is expected to take to meet its LEP obligations depend upon the results of the Four Factor Analysis including the services the Fremont Transit Program offers, the Fremont Transit Program's service area, the resources the City of Fremont, and the costs of various language service options. However, the City of Fremont is to take reasonable steps to ensure meaningful access to LEP persons. The meaningful access is based upon a reasonableness standard that is both flexible and fact dependent.

1. The procedures the City of Fremont used to identify LEP persons with whom the City of Fremont has contact, the size of LEP populations, and the languages of LEP populations.

The City examined the 2023 American Community Survey 5-year estimates and determined that out of the 25,434 residents over the age of 5 years, 4,035 speak a language other than English. Out of these 4,035, 1,627 speak English "less than very well." Of the LEP persons in Fremont, 1,434 or 5.6% speak Spanish.

The City will consider these LEP persons. The Fremont Transit Program has experienced encounters with LEP persons in the past and has used bilingual staff members and Language Line services.

2. Points and types of contact the Fremont Transit Program may have with LEP persons.

DOT's General LEP Guidance states that written translations of vital documents should be provided for each eligible LEP language group that constitutes 5% or 1,000, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered.

The City of Fremont has determined that because there are more than 1,000 Hispanic or Latino residents, who may speak English less than very well, the City will translate vital Fremont Transit Program documents into Spanish. Other language groups in the City of Fremont had few LEP persons and therefore did not meet the threshold to require written translation of vital documents into those languages. The City of Fremont will provide oral interpretation as needed to all LEP persons requesting such services.

The City of Fremont will provide the appropriate level of oral interpretation and written translation services based on the four-factor analysis.

3. Ways in which language assistance will be provided by the City of Fremont and the plan for outreach to LEP populations.

Public Hearing notices for Fremont Transit Program capital projects and planning shall be published (written or oral) in the most common language, after English, and any language reflecting more than 5% of the reported municipal population.

4. The City of Fremont's plan for training Fremont Transit Program staff members on LEP guidance and the LAP.

The City of Fremont will provide a copy of this plan to Fremont Transit Program staff and will also provide training as to its contents and what is required of them under its policies. This training shall include the types of services available to individuals and how to access them and updates of substantive changes. New Fremont Transit Program employees will receive this plan and the same training as part of their orientation.

5. A list of Vital Documents to be translated, the languages into which they will be translated and the timetable for translations.

Due to financial constraints and undemonstrated need at this time for certain program documents to receive written translation, the City of Fremont will focus its resources on providing written translations for LEP populations with the greatest language needs for essential public information.

The following vital documents have been translated into Spanish and made available on the City of Fremont's Fremont Transit Program webpage:

- Fremont Transit Program Handbook
- ADA Manual, Grievance Processes and Forms
- Fremont Transit Program Title VI Non-Discrimination Policy and Complaint Forms

The following will be added to the NDOT website.

- General Complaint Procedure/Form

These documents will be translated into Spanish or other languages as the need arises:

- Public Meeting/Hearing Information
- Public Meeting/Hearing Comment Sheets
- Legal Notices of Public Meetings/Hearings

The City uses Google Translate on its website to allow users to translate any page or document on the site to a foreign language, including Spanish. The City recognizes Google Translate does not always provide accurate translations.

6. The City of Fremont's plan for translating informational materials that detail services and activities provided to Beneficiaries and the City of Fremont's plan for providing appropriately translated notices to LEP persons.

The City will also seek funding to translate its Fremont Transit Program vital documents into the languages spoken by groups of LEP people in Fremont that exceed 1,000 people. To determine which documents are vital, the City has considered the importance of the program, information or service involved and the consequence to the person with LEP if the information is not provided accurately or in a timely manner. The City has also considered that awareness of rights or services is an important part of "meaningful access."

The City will seek funding and/or utilize services provided by NDOT to translate Fremont Transit Program documents into Spanish. In selecting translators, the City will bear in mind the skill of translating is different than the skill of interpreting. Nevertheless, like interpreters, translators must be competent. Competency does not necessarily mean formal certification as a translator, but certification is preferable. If a translator is not certified, membership in a professional translation association may be another indicator of competence.

7. The City of Fremont's plan for providing interpreters for large, medium, small and one-on-one meetings.

When needed, the City will provide in-person interpretation upon request in advance of public hearings related to the Fremont Transit Program.

8. The City of Fremont's plan for developing community resources, partnerships, and other relationships to help with the provision of language services.

The City of Fremont shall promote an organizational culture which supports the LEP Assistance Plan by encouraging the hiring of bilingual employees. The City will consider providing bilingual pay for any qualified employee as approved by the City Administrator. A list of employees and their languages(s) shall be made available to the City's customer service employees.

9. The City of Fremont's plan for monitoring and updating the LAP.

In order to ensure that LEP persons know that the language services described in this Plan are available, the City will post notices on its Fremont Transit Program webpage and in its Fremont Transit Program office in the most common languages that free language assistance is available.

The City will continue to explore and implement other outreach efforts and will keep Fremont Transit Program staff informed.

The City will continue to monitor its LEP services in light of state and federal requirements, changes to the City's documents and procedures, changes to the composition of the City's LEP population, and the effectiveness of its language translation services. This Plan will be updated periodically based on the City's findings.

COMPLAINTS

If you believe that you have been denied the benefits of this Language Assistance Plan, you may file a written complaint by mail to:

The City of Fremont
Fremont Transit Program
Transit Manager
400 E. Military Ave.
Fremont, NE 68026
402-727-2637
Dakota.buesing@fremontne.gov

Appendix D

Fremont Transit Program Title VI Complaint Investigation Log

Title VI Complaint and Lawsuit Tracking Form

Title VI Complaints							
Complainant Name	Date of Incident	Date Filed	Summary of Complaint (include basis of complaint: race, color, or national origin)	Complaint resulted in investigation? (Y/N)	Status of complaint: active or closed?	Summary of Findings OR Reason Complaint was not Investigated (N/A if active)	Notes

Title VI Lawsuits						
Name of Plaintiff	Date of Incident	Date Filed	Allegation(s)	Status: Active or Closed?	Result (N/A if active)	Notes

Submitted by:

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