



Title VI & Limited English Proficiency Plan

2025

ANCHORAGE METROPOLITAN AREA TRANSPORTATION SOLUTIONS (AMATS)

Title VI & Limited English Proficiency Plan

Approved by the AMATS Policy Committee

Date: 8-21-205

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Introduction

A good Title VI practice helps prevent discrimination in public programs. This involves finding minority communities, low-income groups, people with limited English skills, and those with disabilities and sharing information about transportation plans in a clear way that everyone can understand. The Title VI Plan for AMATS explains how the organization makes sure everyone has equal access to transportation planning and that their policies are fair and don't harm protected groups under the expanded Title VI Act.

About the Metropolitan Planning Organization

To get federal funding for transportation planning in cities with over 50,000 people, the State and local governments must work together through a Metropolitan Planning Organization (MPO). AMATS is the MPO for the Anchorage area. The organization helps make sure the Municipality of Anchorage and the State of Alaska work together in a coordinated and thorough way. This ensures that transportation improvements are aligned with shared goals and don't cause conflicts. One of AMATS' main jobs is to make sure local communities and governments have a say in transportation planning. AMATS works with federal, state, and local governments, as well as the public and other groups, to make sure transportation policies, plans, and projects are shaped together.

The AMATS area covers all the census tracts in the Municipality of Anchorage except Tract 29. This is because the difference in population density between the northern and southern parts of the tract is too large to include it, based on how urban census boundaries are set. Figure 1 shows the AMATS boundary since the 2020 census update.

AMATS Boundary

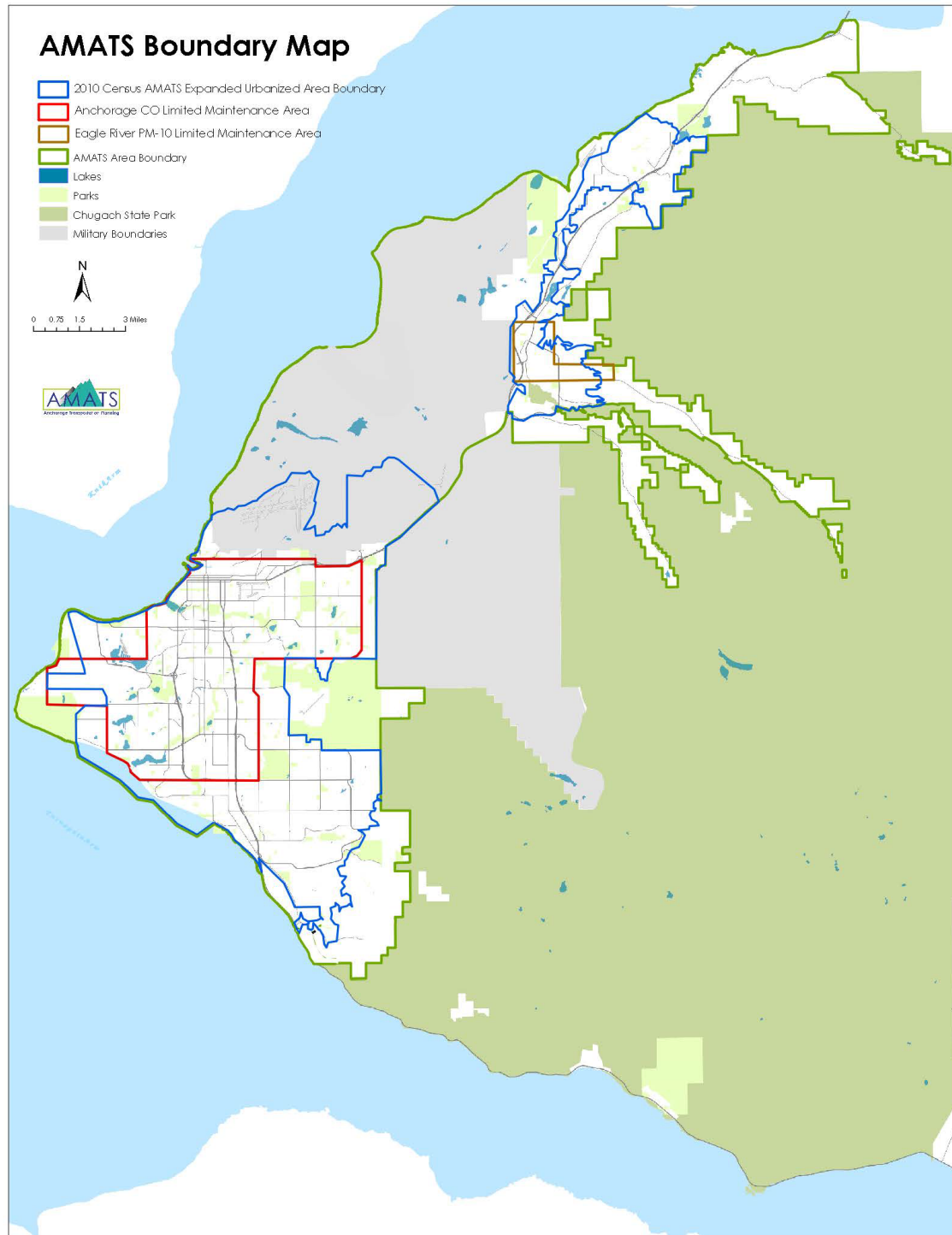


Figure 1: AMATS Boundary Area

AMATS Role and Structure

The participant groups in the AMATS planning and decision-making process are the [Policy Committee](#), the [Technical Advisory Committee](#), three sub-committees that provide recommendations to the Policy Committee through the Technical Advisory Committee: the [Community Advisory Committee](#), the [Bicycle & Pedestrian Advisory Committee](#), and the [Freight Advisory Committee](#), and the five AMATS staff, including the AMATS Coordinator. Each group plays a specific role in the transportation planning process. The Policy Committee is the ultimate decision-making authority over the transportation planning process. Figure 2 illustrates the current organizational structure.

Organizational Structure

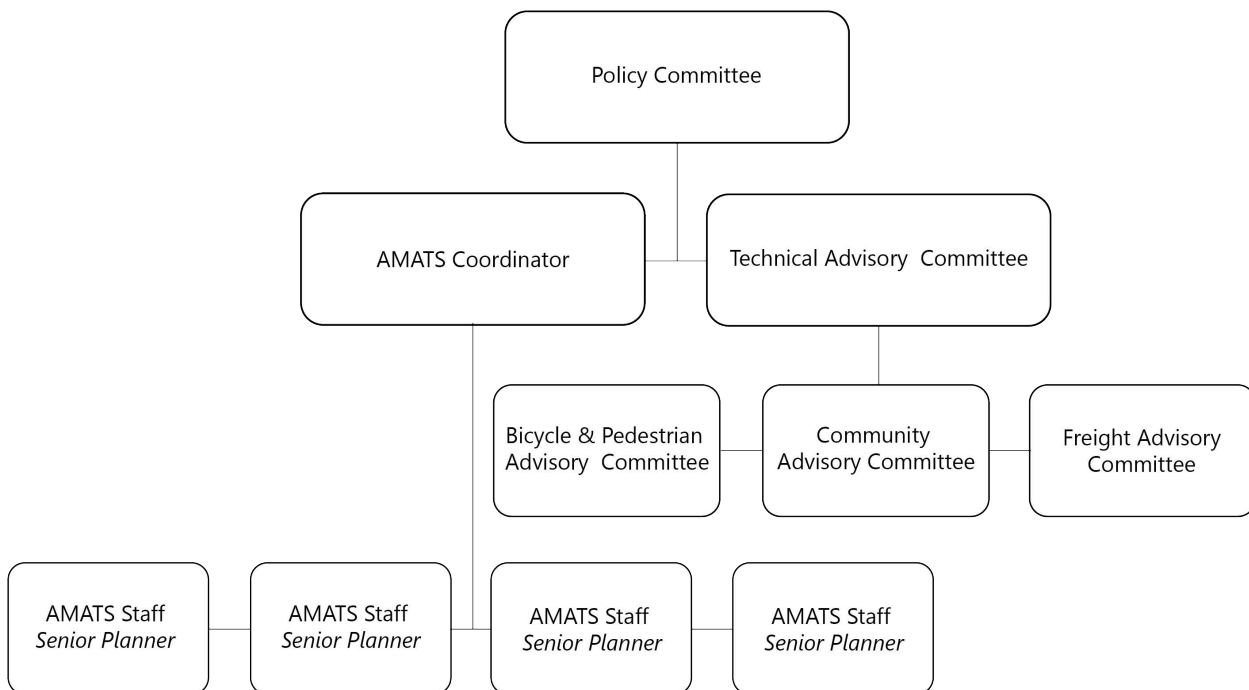


Figure 2: AMATS Organizational Structure

Responsible Officials

AMATS Title VI Coordinator

Christine Schuette, AMATS Senior Planner and Public Involvement Coordinator

Phone	907-764-7995
Email	christine.schuette@anchorageak.gov
Mail	4700 Elmore Road, Anchorage AK 99507

The AMATS Coordinator assigns a staff member to manage the Title VI program. AMATS is part of the Municipality of Anchorage. The organization works together with different Municipal Departments, the Alaska Department of Transportation and Public Facilities, the Federal Highway Administration, and the Federal Transit Administration.

Agreements

The transportation planning process follows the AMATS Inter-Governmental Operating Agreement between the State of Alaska and the Municipality of Anchorage. This agreement includes Title VI rules, which are explained in the Legal Framework section below. The Municipality of Anchorage has also signed an agreement with the Native Village of Eklutna, the federally recognized tribe in the area.

Legal Framework

Title VI Policy Statement

Anchorage Metropolitan Area Transportation Solutions (AMATS) follows the policy of Title VI of the Civil Rights Act of 1964, which says no one should be discriminated against based on race, color, or national origin. AMATS also follows other nondiscrimination laws and rules. This means that no person will be left out of, denied benefits from, or treated unfairly in any transportation planning program because of their race, color, national origin, age, gender, disability, or income. This applies even when federal funding is not involved.

08/27/2025 | 3:30:16 PM AKDT

Date



Sean Holland, AMATS Policy Committee Chair

Authorities

Besides Title VI, there are other laws that provide protection against discrimination. Listed below are the laws and rules that give guidance to the AMATS's Title VI Program Plan.

The Law

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq)

- Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 USC 2000d states 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 word "person" is important because Title VI protects everyone, whether or not they are citizens or legally living in the U.S.

Nondiscrimination in Federally-assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964 (49 CRF Part 21)

- Issued June 18, 1970
- Explains how agencies must make sure that there is no discrimination in their programs or in how they use federal money from the U.S. Department of Transportation.
- The Federal Highway Administration's Title VI program adds more protected groups to those listed in the Civil Rights Act of 1964, including gender, age, disability, and low-income individuals.

23 Code of Federal Regulations (Highways) Part 200 Title VI Program and Related Statutes - Implementation and Review Procedures

- Gives instructions for: (a) Putting the Federal Highway Administration's Title VI compliance program into action under the Civil Rights Act of 1964 and other related laws, and (b) Checking if the Title VI program follows the rules for the Federal-aid highway program.

U.S. Department of Transportation Order 1050.2A

- To follow Title VI of the Civil Rights Act of 1964, all applications for federal funding from the Department of Transportation must include Title VI Assurances.

Civil Rights Restoration Act of 1987

- Title VI applies to different types of organizations. It says that if an organization gets federal money, it cannot discriminate in any part of its operations, not just the program that got the funding.

Other Statutes

Sex (Gender)

Section 162 Federal-Aid Highway Act of 1973 (23 U.S.C. 324)

- Expands non-discrimination laws to ban discrimination based on gender.

23 Code of Federal Regulations (Highways) 324 Prohibition of discrimination on the basis of sex

- No one can be excluded from participating, denied benefits, or treated unfairly in any program or activity that gets federal assistance because of their gender.

Age

The Age Discrimination Act of 1975 (42 U.S.C. 6101)

- Expands non-discrimination statutes to ban discrimination based on age.

Disabilities

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) along with the Americans With Disabilities Act of 1990

- Expands non-discrimination statutes to ban discrimination based on disability.

Section 508 of the Rehabilitation Act of 1973

- Expands non-discrimination laws to require federal agencies to ensure that their electronic and information technology is accessible to people with disabilities.

Enforcement of Nondiscrimination on the Basis of Disability in Programs or Activities conducted by the Department of Transportation (49 CFR Part 27)

- Explains how agencies must make sure there is no discrimination in their programs and in how they use federal money from the Department of Transportation.

Nondiscrimination on the Basis of Disability in State and Local Government Services (28 CFR Part 35)

- Enforces subtitle A of title II of the Americans with Disabilities Act of 1990, which was updated by the ADA Amendments Act of 2008. This law stops public entities from discriminating against people with disabilities.

Transportation Services For Individuals With Disabilities (49 CFR Part 37)

- The purpose of this section is to carry out the transportation and related rules from titles II and III of the Americans with Disabilities Act of 1990.

Municipal Title V – Equal Rights – Unlawful Practices by the Municipality

- Section 5.20.070 of the Municipal Title V listed practices of discrimination that are unlawful for the municipality or any public agency of the municipality to engage in.
- This includes denying anyone access to public funds, services, or benefits because of their race, color, sex, sexual orientation, gender identity, religion, national origin, marital status, age, or disability.

Executive Orders

2000

Executive Order 13175 - Consultation & Coordination With Indian Tribal Governments

- Requires all executive departments and agencies to have regular, meaningful, and strong discussions with Tribal officials when creating federal policies that affect Tribes.

Comparison between Title VI, Environmental Justice, Equity and Equality

Title VI is a law, but Environmental Justice was an Executive Order. Executive Orders are instructions from the President to help run the federal government. Equality means everyone gets the same thing – like everyone getting a pair of shoes. Equity means people get what they need – like everyone getting a pair of shoes that fits them and works for the environment that they live in. On January 20, 2025, President Trump revoked several executive orders that had been in place. ([Initial Rescissions – The White House](#)). To the best of our knowledge, the laws and statutes of Title VI are still in place.

Responsibilities of AMATS

Planning & Program Activities

Transportation Plan

The Transportation Plan looks ahead 20 years and includes both long-term and short-term projects that work with transportation partners in the area. All transportation projects that get federal money or are important to the region must be part of the current plan. The goal is to create a connected transportation system, including paths for walking and biking, to keep people and goods moving safely and efficiently. The plan thinks about the transportation needs now and in the future. Projects are prioritized based on their ability to help vulnerable populations reach

important places or that improve air quality and reduce greenhouse gas emissions in areas that need better health support. This plan is known as the Metropolitan Transportation Plan (MTP) in the federal planning process.

Funding Program

The Funding Program looks to the next four years for the region that lists which projects will happen and makes sure they fit the budget. These projects are connected to the Transportation Plan and just like the plan, all federally funded or important transportation projects in the AMATS area during these four years must be listed in the program, no matter where the money comes from.

Work Program

The Work Program is a two-year budget and work plan. It lists and explains all the transportation and air quality planning activities that AMATS staff will manage during that time. This program is known as the Unified Planning Work Program (UPWP) in the federal planning process.

Title VI Mitigation Measures

In the 2050 Transportation Plan, new criteria were added under Goal 6 (Equity) to focus on Title VI populations, including race, color, and national origin. For the 2023-2026 Funding Program, new criteria address Health Equity Areas, also focusing on underserved populations based on race, color, and national origin. Ongoing considerations are as follows:

- Transportation Plan: Review ranking criteria for opportunities to add or enhance Title VI related considerations and make modifications where appropriate during the regularly scheduled updates.
- Funding Program: Conduct a Title VI evaluation of projects and include the evaluation results as an Appendix.
- Work Program: Incorporate Title VI strategies and mitigation measures from this Title VI Implementation Plan and from the Public Participation Plan into the Work Program to ensure implementation of Title VI provisions of both plans.

Public Participation

AMATS gets the public involved in its planning and decision-making through different outreach activities. AMATS wants to reach people of all ages and abilities and is working to include more diverse voices in the AMATS process. A Public Participation Plan guides the development of the Transportation Plan and the Funding Program. It shapes how AMATS communicates and collaborates with the public and stakeholders throughout the planning process. Review the current Public Participation Plan [here](#):

Engagement Strategies

These are some of the ways AMATS engages with the public.

- Website – AMATS keeps a comprehensive website that is updated regularly, including a new engagement hub. The site provides information about the agency’s responsibilities, programs, publications, upcoming meetings, and contact details. It also includes the approved Title VI Non-Discrimination Implementation Plan, procedures for filing Title VI complaints, and a complaint form. Key documents are translated into other languages upon request, and the website explains how to request services available for people with disabilities.
- Engagement Online Hub - In 2023, AMATS bought a license for the Public Input platform to consolidate outreach efforts and create a standard process for engagement. This platform is connected to the main AMATS website and will keep track of participation. By bringing everything together, the public can easily see what to expect from AMATS and find out about upcoming opportunities. The platform will also show how and when disadvantaged communities are getting involved with AMATS using the Equity Mapping Tool. This tool maps participation and shows it alongside census data. Over time, AMATS can find areas with low participation and create strategies to better engage those communities
- Email – AMATS has a growing email list that people can customize to stay updated on plans and programs, public comment periods, meetings, and publications. Each community member can choose what notifications they want to receive and can also decide if they want AMATS to send them text messages, when that option is available.
- Voicemail Lines, SMS Texting - Each project page on the engagement platform has its own email address, phone number, and the option to send surveys or updates through text messages.
- Newsletter - AMATS began a quarterly newsletter in 2020 to share highlights and ways to learn more about current transportation planning efforts. You can find the latest newsletters and past ones here: <https://publicinput.com/amatsnewsletter>.
- AMATS Meetings – Since 2020, AMATS committee meetings have included a virtual option, and recordings are available online with timestamps for easy navigation of meeting topics. These recordings are posted on the AMATS YouTube page and on the AMATS committee webpages. Meetings are held in locations along or near a transit route (peoplemover.org). Meetings and public events are consistently advertised. Information about the meetings is sent to the AMATS email list, posted on social media, listed on the Municipality of

Anchorage events calendar, on the main AMATS website, and featured on the new AMATS Engagement Hub at publicinput.com/amats.

Accommodations

- Publications – AMATS offers electronic and hard copies of plans, studies, and project reports. Hard copies are available at AMATS offices upon request.
- Translated Materials - Arrange for translation of project fact sheets and project contact information. AMATS can also provide translated materials as requested.
- Interpretation Services – AMATS can offer interpretation services for public meetings upon request.
- If you need special accommodations to participate in AMATS meetings, events, or public comment periods, please use this form (<https://publicinput.com/amatsaccommodations>) to make your request or leave us a voicemail at: 855-925-2801 code: 7560.

Ensuring Compliance

Title VI Assurances

Every time federal financial assistance is awarded, there must be assurances that the program and all participants, including contractors and subcontractors, will follow Title VI of the Civil Rights Act of 1964. The AMATS Inter-Governmental Operating Agreement includes these assurances in Section 16, which focuses on compliance with Title VI. You can find an excerpt of Section 16 from the AMATS Inter-Governmental Operating Agreement in Appendix B of this document. Appendix C of this plan contains Title VI-related contract provisions that are required for all Municipal contracts, as specified by the Municipality of Anchorage Department of Law.

Notification of Benefits

Information about the AMATS Title VI Non-discrimination Implementation Plan must be made available to participants, beneficiaries, and other interested individuals. A Public Notice of Compliance with Title VI is posted on the AMATS website at this link: https://www.muni.org/Departments/OCPD/Planning/AMATS/Pages/about_title_vi.aspx. Once approved by the Policy Committee, translated versions of this notice in Spanish, Tagalog, Korean, Hmong, and Samoan will also be available on the AMATS Title VI webpage.

Title VI Training

AMATS is responsible for educating the public about federally funded programs and the rights they have under Title VI. This requires regular and thorough outreach and education efforts, especially aimed at low-income and minority individuals, as well as those with limited English skills. This plan includes the AMATS Limited English Proficiency Plan, which outlines these requirements. More details about outreach efforts to minority and low-income individuals can be found in the Public Participation and Engagement Strategies section above.

The AMATS transportation planning staff participates in training on Title VI and related topics. They also coordinate with the Alaska Department of Transportation and Public Facilities Civil Rights Office to learn about upcoming training opportunities.

Title VI Coordinator Responsibilities

The AMATS Title VI Coordinator is responsible for making sure that AMATS follows the rules and requirements of Title VI. They lead the process, check progress, and ensure everything is being done correctly. The Title VI Coordinator's responsibilities include:

- Reviewing AMATS's procedures, planning, and programs regularly. They look for ways to improve Title VI make suggestions to the AMATS Technical Advisory Committee and Policy Committee and put approved changes into action.
- Meeting with staff often to check on how well the Title VI Plan is being put into place. They find any issues and make sure there are enough staff and resources to follow the rules.
- Meeting twice a year with the Title VI Specialist from the Alaska Department of Transportation Civil Rights Office to talk about Title VI issues and find ways to reach and include underserved communities better.
- Creating steps to fix any Title VI problems. They document what needs to be done and provide solutions.
- Adding Title VI rules and requirements to program guidelines when necessary.
- Reviewing communication and public involvement plans to make sure Title VI-protected groups are included. They also create information about Title VI for the public and offer it in other languages if needed. The Title VI Plan is posted on the AMATS website.
- Supporting and carrying out the Inter-Governmental Agreement between the Municipality of Anchorage and the Native Village of Eklutna.
- Thinking about the need for diversity when choosing new committee members to make sure Title VI-protected groups are represented.

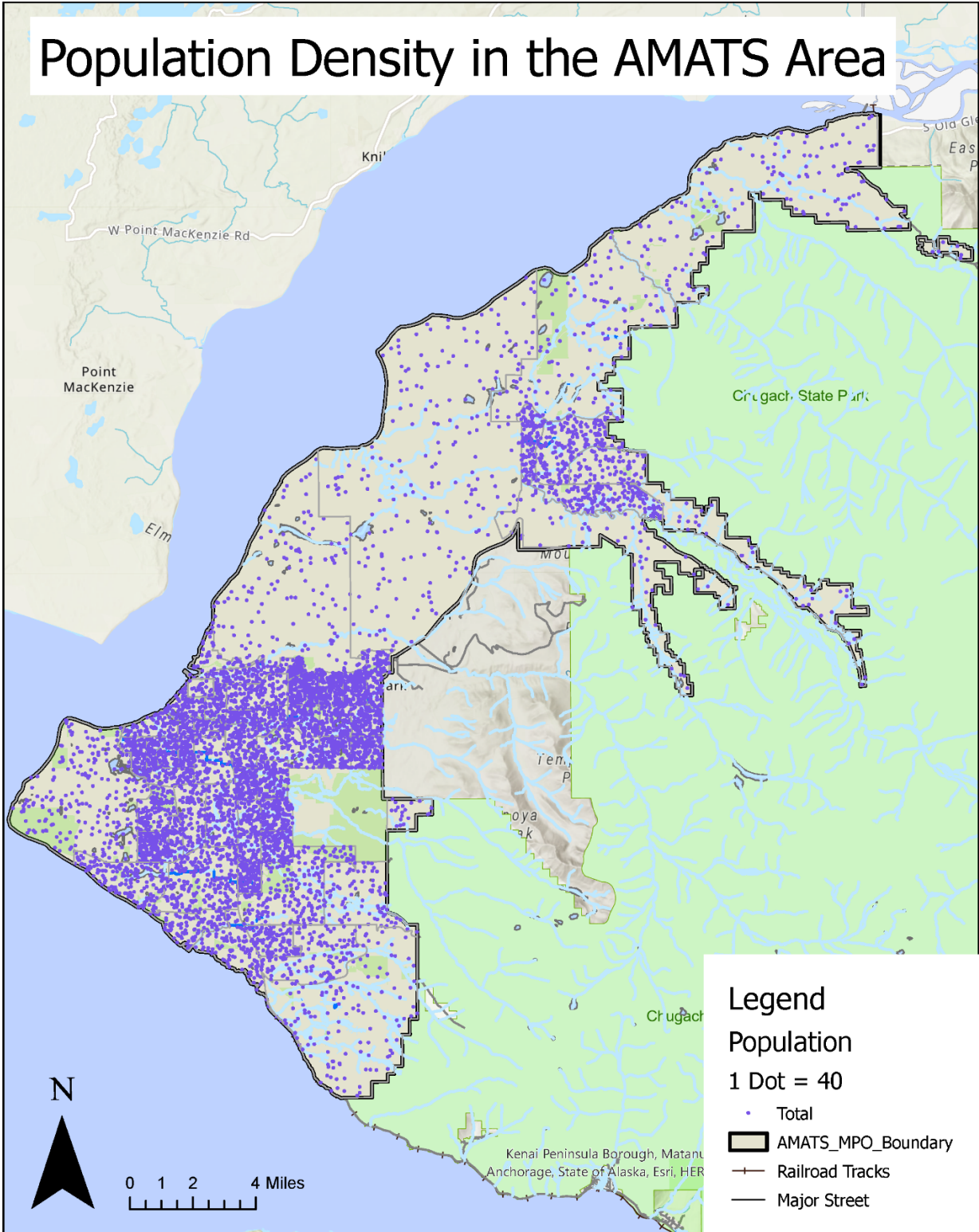
- Collecting and sending data to the Alaska Department of Transportation and Public Facilities for the Annual Title VI Compliance Report to show their efforts.
- Giving Title VI information and a copy of the AMATS Title VI Plan to staff and training new employees on it.
- Handling any Title VI complaints according to the procedures described in the section called "Title VI Discrimination Complaint Procedures."
- Including Title VI rules in contracts and proposals.
- Discussing important Title VI issues with the AMATS Policy Committee Chair when needed.
- Working with project managers early in the planning process to make sure public involvement reaches Title VI groups. They keep track of outreach efforts, feedback received, and responses given, then write a review and suggest improvements.
- Including Title VI activities and solutions in the AMATS Work Program and making sure they are carried out.
- Sharing information with all AMATS staff about training programs related to Title VI. They encourage staff to participate in training and keep a record of who has completed it.

The AMATS Title VI Coordinator may assign some daily tasks related to the Title VI Plan to other staff members to make sure everything stays in compliance.

Data Collection Procedures and Analytic Methods

Demographic data is important for two main reasons related to Title VI requirements. First, it helps create a demographic profile to assess the needs of people with limited English skills. Second, it identifies low-income and minority groups for Title VI evaluation in the Transportation Plan. AMATS also collects data on a voluntary basis to find areas where participation is low, which could help with targeted outreach in future planning efforts.

Understanding the region's demographics is essential to ensure that planning efforts support mobility and accessibility and do not negatively affect vulnerable populations. A summary of the demographics in the AMATS planning area can be found in figures three through eleven. Figure 3 shows the population density across the AMATS area, while Figure 4 displays the population by race group as a percentage.



Source: Table B01001 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

Figure 3: Total Population Dot Density Map for the AMATS Area

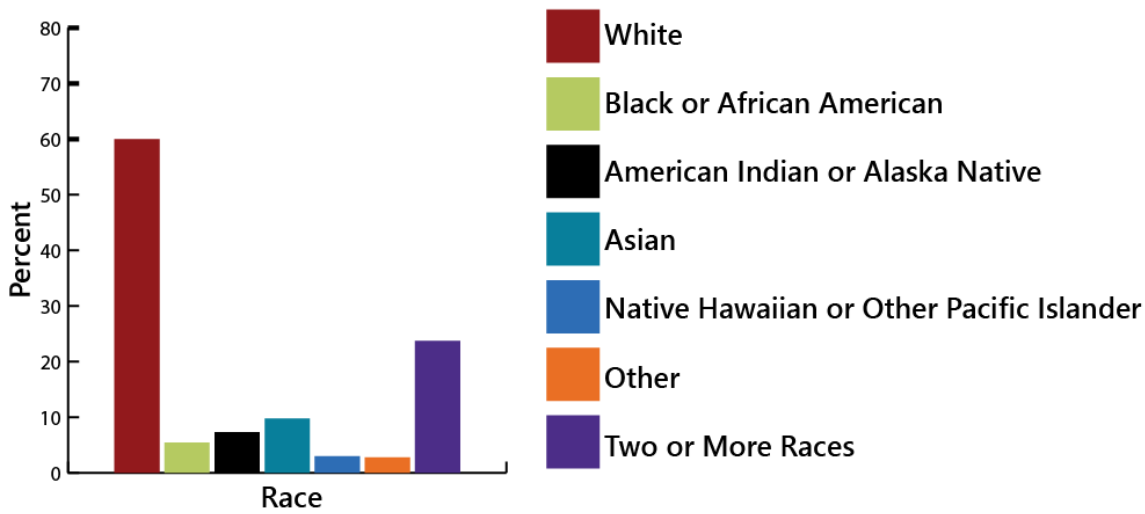


Figure 4: Race in the AMATS Area

Source: Table C17002 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

It is estimated that 26,015 people in the AMATS planning area earn wages that are below the poverty line. Out of these individuals, 6,648 are over the age of sixteen and part of the workforce. Figure 5 shows how the workforce population below the poverty line gets to work.

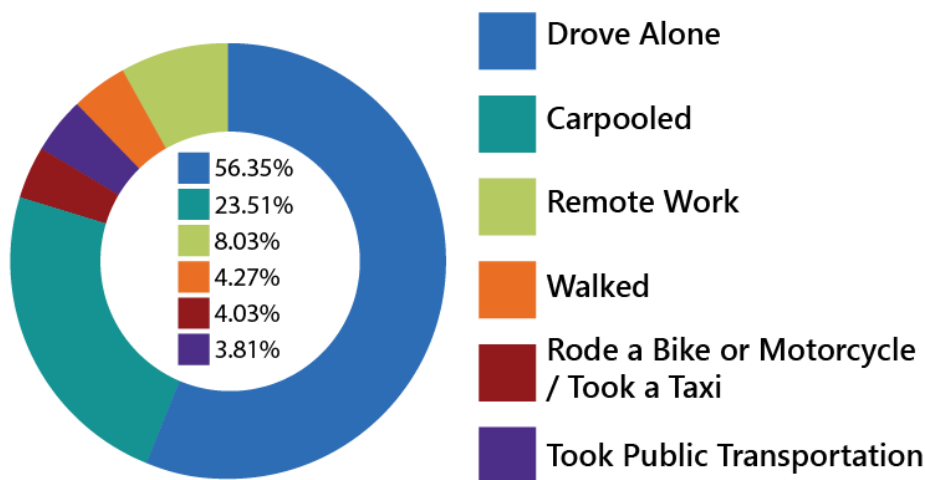


Figure 5: Means of Transportation to Work by Workforce Population Below Poverty Line in the AMATS Area

Source: Table B08122 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

Out of the estimated 105,575 households in the AMATS area, 5,899 are zero-vehicle households. Figure 7 displays vehicle access for both renters and owners.

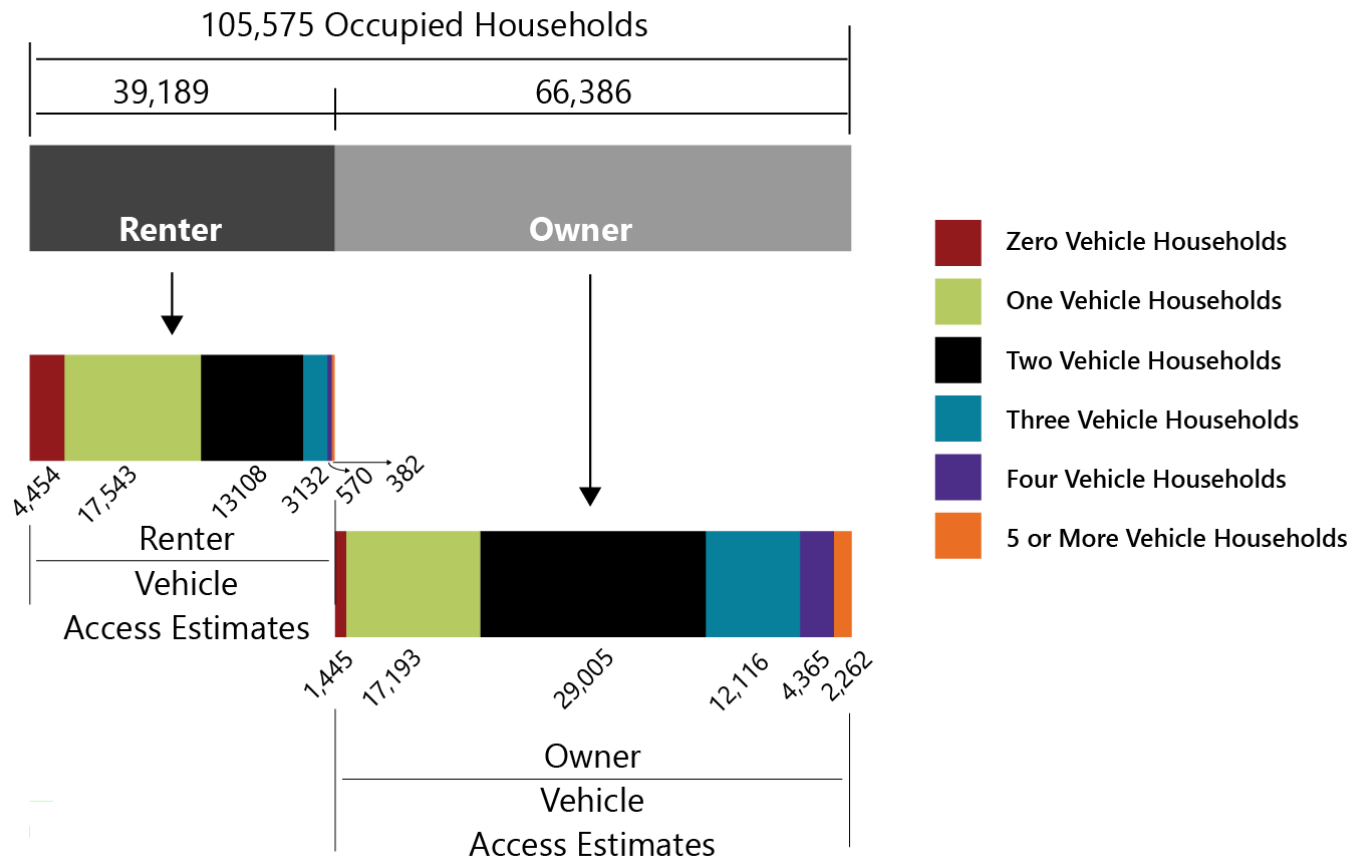


Figure 7: Vehicle Ownership Status in the AMATS Area

Source: Table B25044 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

Eleven percent of the noninstitutionalized population within the AMATS area has a known disability. Figure 8 displays the number of individuals estimated to have a disability by type of disability.

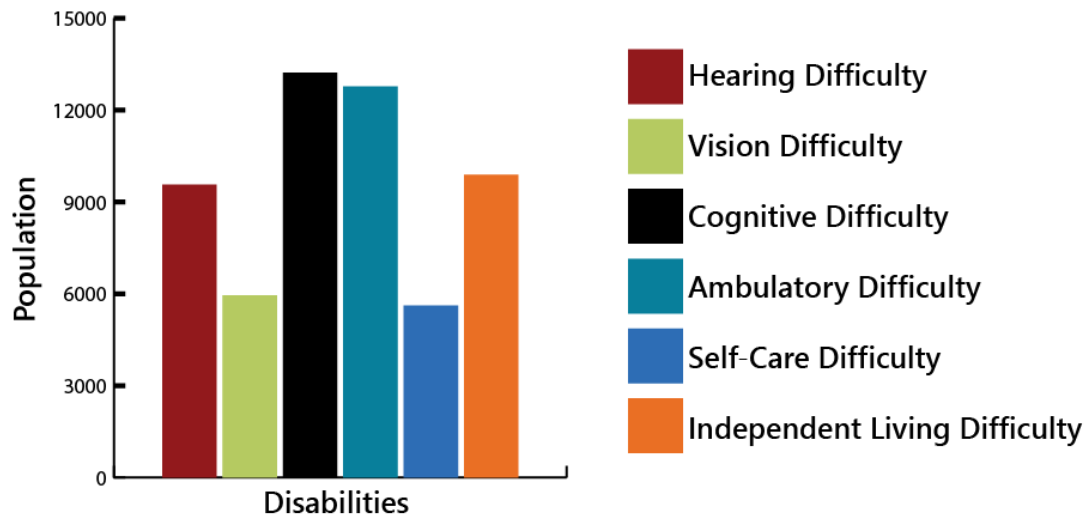


Figure 8: Disability Status in the AMATS Area

Source: Table S1810 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

Figures 9 through 11 display estimated population by age and sex.

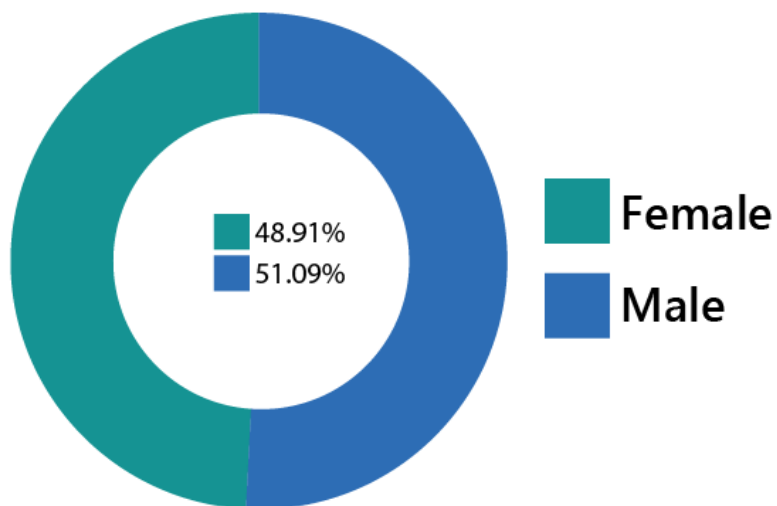


Figure 9: Population Sex in the AMATS Area

Source: Table B01001 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

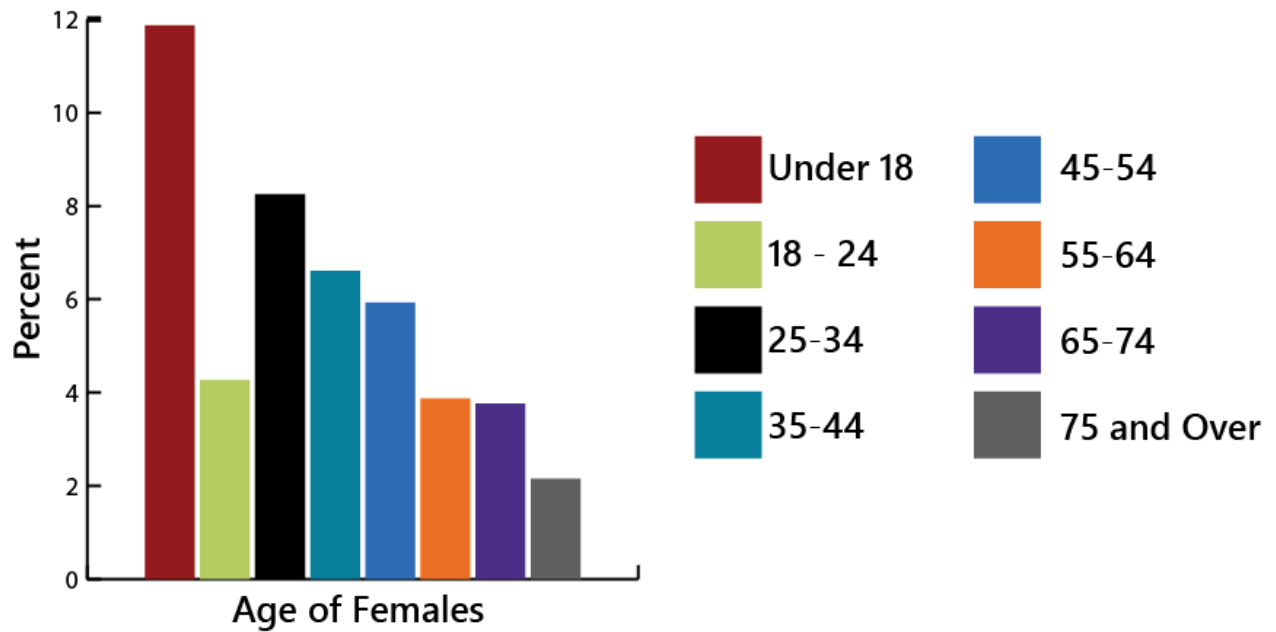


Figure 10: Population Age of Females in the AMATS Area

Source: U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

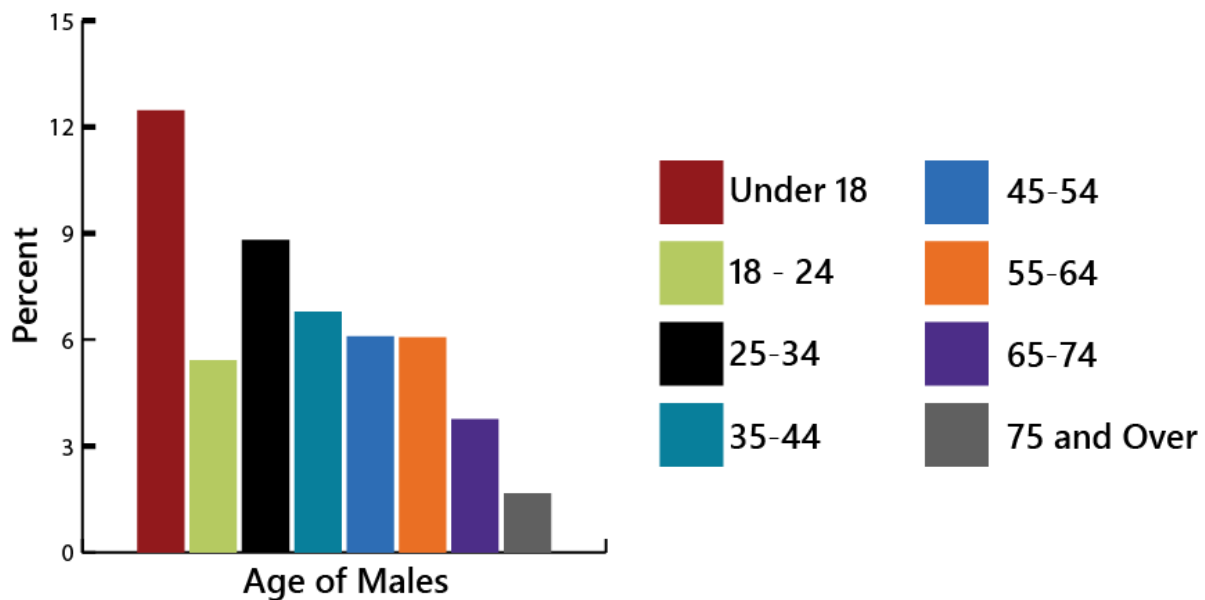


Figure 11: Population Age of Males in the AMATS Area

Source: U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

Complaint Procedures

These procedures offer guidance for all complaints made under Title VI of the Civil Rights Act of 1964, which apply to any program or activity run by AMATS or its consultants, contractors, and vendors. Besides following these procedures, people can also file a formal complaint with other State or Federal agencies or seek private legal help for complaints about discrimination.

Submission of a Complaint

Anyone who thinks they or someone else has been excluded from or denied benefits, or treated unfairly because of race, color, national origin, or sex (gender) under any AMATS plan, program, or activity can file a written complaint. This can be done by themselves or through a representative. The complaint form can be found in Appendix A of this document and is also available for download at the following link:

https://www.muni.org/Departments/OCPD/Planning/AMATS/Pages/about_title_vi.aspx.

You can get hard copies of the complaint form from AMATS at 4700 Elmore Road. If you ask, we can also mail you a complaint form.

The AMATS Title VI complaint form and procedures are available in Spanish, Tagalog, Korean, Hmong, and Samoan, and they will be posted on the AMATS Title VI webpage. The Title VI Coordinator works with the Department of Transportation and Public Facilities Civil Rights Office to translate complaints received in languages other than English.

If needed, help with writing any necessary materials will be provided upon request.

You must file a complaint no later than 180 days after the date of the alleged discrimination or, if it has been ongoing, the date that behavior stopped, unless the U.S. Secretary of Transportation extends the filing time.

Where to Send Complaints or Ask A Question:

Phone: 907-343-8254
Email: amatsinfo@anchorageak.gov
Mail: 4700 Elmore Road
Anchorage, AK 99507

Other Title VI Administrative Jurisdictions

Alaska Department of Transportation and Public Facilities Civil Rights Office

Phone: 1-907-269-0851

Webpage: <http://www.dot.state.ak.us/cvlrts/index.shtml>

Mail: 2200 East 42nd Avenue, Room 310
Anchorage, AK 99508

Federal Highway Administration Alaska Division

Phone: 1-907-586-7418

Webpage: <https://www.fhwa.dot.gov/akdiv/>

Mail: P.O. Box 21648
709 West 9th Street, Room 851
Juneau AK 99802

U.S. Department of Justice

Phone: 1-202-514-4609

Webpage: <https://civilrights.justice.gov/>

Mail: Civil Rights Division
950 Pennsylvania Avenue, N.W.
Washington, D.C. 20530

Recording, Acknowledgement and Resolution of Complaint

When a complaint is received, the AMATS Title VI Coordinator will stamp it with the date. This date stamp is important for keeping track of the timeline for responses.

Within five working days of receiving the complaint, the AMATS Title VI Coordinator will send a letter to the complainant by registered mail to acknowledge receipt. The Coordinator will also inform the AMATS Policy Chairperson about the complaint for their information. The Coordinator will then decide if more information is needed from the complainant or AMATS staff. This staff review will be completed within 30 calendar days after the complaint was received.

All Title VI complaints against AMATS, along with any extra information collected during the staff review, will be sent to the Alaska Department of Transportation and Public Facilities Civil Rights Office and/or the Alaska Division Office of the Federal Highway Administration for investigation. You can find the Alaska Department of Transportation and Public Facilities complaint process at this website: <http://www.dot.state.ak.us/cvlrts/titlevi.shtml>. The investigator from the Civil Rights Office will work with the AMATS Title VI Coordinator and other staff to improve any AMATS processes related to Title VI.

Record of Discrimination Complaints Received

The AMATS Title VI Coordinator will keep a record of all Title VI discrimination complaints that are received. This information will be gathered and included in the Annual Compliance Report created by the Title VI Coordinator. The report will also detail how each complaint was handled and resolved.



METROPOLITAN PLANNING ORGANIZATION
4700 Elmore Road
Anchorage, Alaska 99507

Title VI & ADA Discrimination Complaint Form

Anchorage Metropolitan Area Transportation Solutions takes complaints on the basis of discrimination very seriously. If you feel you have been discriminated against, please fill out this Discrimination Complaint Form. ***Federal and state laws require complaints to be filed within one-hundred and eighty (180) calendar days of the alleged incident.***

The following information is necessary to assist in processing your complaint. Anonymous complaints cannot be accepted. Please contact AMATS if you need assistance or if you need a printed out copy of this form by emailing us at: amatsinfo@anchorageak.gov or calling us at **907-343-7995**.

Complete and return this form to: Anchorage Metropolitan Area Transportation Solutions, Title VI Coordinator, 4700 Elmore Road, Anchorage, Alaska 99507 or email: amatsinfo@anchorageak.gov.

Information

Please provide the following information about yourself:

Your Full Name:

Street Address:

City:

State:

Zip:

Phone:

Work Phone:

Email:

Other:



METROPOLITAN PLANNING ORGANIZATION
4700 Elmore Road
Anchorage, Alaska 99507

Person (s) discriminated against (if someone other than you)

Your Full Name:

Street Address:

City:

State:

Zip:

Phone:

Work Phone:

Email:

Other:

Please explain your relationship to the individual(s) indicated above:

How should we contact you about this complaint?

Email:

Phone:

Mail:

Basis of Discrimination

1. Which of the following best describes the reason you believe the alleged discrimination took place?

Race

Disability

Color

Sex

National Origin

Age



METROPOLITAN PLANNING ORGANIZATION
4700 Elmore Road
Anchorage, Alaska 99507

Narrative

2. To your best recollection, on what date(s) did the alleged discrimination take place?

Date(s):

3. Please explain in as much detail as possible how you feel you were discriminated against. Include all relevant names and dates. If needed, use additional sheets of paper to complete your answer.

4. Have you (or the person discriminated against) filed a complaint with any other federal state, or local agency?

Yes

No

If so, which agencies and when?

Signature

I affirm that I have read the above allegation and based on the information provided it is true to the best of my knowledge and belief.

Print Name:

Date:

Signature:

Limited English Proficiency

Policy Statement

It is the policy of Anchorage Metropolitan Area Transportation Solutions (AMATS), in accordance with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq, Non-Discrimination on Basis of Race, Color, or National Origin), and U.S Department of Transportation Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons, that no person with limited English proficiency will be discriminated against nor denied meaningful access to and participation in the programs and services provided by AMATS. The AMATS Limited English Proficiency Plan will be used in assessing needs for language services, and in providing language services, without placing undue burdens on AMATS resources.

09/04/2025 | 9:06:59 AM AKDT

Date



Sean Holland, AMATS Policy Committee Chair

4-Factor Analysis

The U.S. Department of Transportation's [guidance](#) on limited English proficiency says that organizations must take reasonable steps to make sure people with limited English skills can access their programs and activities. This guidance is flexible and depends on the situation, but it starts with an individual assessment that balances the following four factors:

Factor 1: the number or proportion of limited English proficiency persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee.

The estimated total population of the AMATS area is 290,170 people, with about 141,928 females and 148,242 males. Table 1 provides more details about the population of the AMATS area by race and ethnicity.

Table 1: Population Race in the AMATS Area

Race Group	Population Estimate	Percent Estimate
One Race		
White	290,170	60.01%
Black or African America	15,659	5.40%
American Indian or Alaska Native	21,133	7.28%
Asian	28,302	9.75%
Native Hawaiian or Pacific Islander	8,568	2.95%
Other	7,959	2.74%
Two or More Races		
Two Races Including Some Other	4,316	1.49%
Two Races Excluding Some Other Race and Three or More Races	30,093	10.37%
Ethnicity		
Hispanic or Latino (All Races)	27,734	9.56%

Source: Table B02001 & Table B03002 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates

In the AMATS area, about 15,687 people, or 5.81% of the total population, have limited English proficiency. The languages that meet Safe Harbor standards are listed in Table 2.

Table 2: Safe Harbor Languages

Language	Population Estimate	Percent Estimate
Spanish	3,439	1.27%
Korean	1,444	0.53%
Tagalog	3,477	1.29%
Other Asian and Pacific Island Languages	4,132	1.53%
Hmong	2,218 (State Estimate)	0.32% (State Estimate)
Samoan	1,839 (State Estimate)	0.27% (State Estimate)

Source: Table C16001 of the U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, ASD Data

Factor 2: the frequency with which limited English proficiency individuals come in contact with the program.

When promoting planning projects and gathering public input, AMATS uses different methods to

share project information and reach out to the community for feedback. In 2023, AMATS bought a public engagement platform to make public involvement easier and to expand outreach. This platform keeps track of participation in planning projects and centralizes outreach efforts. It also monitors whether limited English proficiency communities are engaging with AMATS using the Equity Mapping Tool, which shows participation levels on a map of census areas. Over time, AMATS can see where participation is low and use targeted strategies to reach those areas.

If there is a language barrier, AMATS can provide interpretation and translation services. The Title VI Coordinator keeps track of any requests for these services in the annual Goals & Accomplishments Report submitted to the Department of Transportation Title VI Specialist. So far, AMATS has not received any requests for interpretation or translation services.

Factor 3: the nature and importance of the program, activity, or service provided by the program to people's lives.

AMATS's main activities include creating the Transportation Plan, the Funding Program, and the Work Program, which assigns staff and resources to specific planning tasks, such as public outreach. These documents guide federally funded or regionally important transportation projects. AMATS understands that it is important for everyone to have meaningful access to the planning process and recognizes the need to address the concerns of diverse groups throughout the planning area.

Factor 4: the resources available to the grantee/recipient or agency, and costs.

Recipients and subrecipients of federal assistance must take reasonable steps to ensure that people with limited English proficiency have meaningful access to their programs, services, and activities. However, if the cost of providing these services is much higher than the benefits, those steps might not be considered reasonable.

AMATS will use Language Link for over-the-phone interpretation services and the Alaska Institute for Justice - Language Interpreter Center for in-person interpretation. Written translations will be done by either Language Link or the Alaska Institute for Justice - Language Interpreter Center. The Municipality of Anchorage has a contract with Language Link to provide 24/7 phone interpretation services, and AMATS can use this service. Language Link also offers a customer portal to track how often the service is used and which languages are requested.

The Alaska Institute for Justice - Language Interpreter Center can provide written translation services and in-person interpreters.

Safe Harbor Provision

AMATS follows the Department of Justice's Safe Harbor Provision, which explains how recipients can safely meet their translation responsibilities for people with limited English proficiency. According to this provision, recipients must provide written translations of "vital documents" for each eligible limited English proficiency language group that makes up five percent (5%) or 1,000 people, whichever is smaller, of the total population likely to be served or affected by the agency. Doing this is seen as proof that the recipient is meeting their obligations for written translation.

AMATS considers the Title VI Notice of Protections Against Discrimination and the Title VI Complaint Procedure to be vital documents. If needed, translations of non-vital documents can be provided orally. If there are fewer than 50 people in a language group that meets the five percent (5%) threshold, the recipient is not required to translate vital written materials but should give written notice in the main limited English proficiency language group about their right to receive competent oral interpretation of those materials at no cost.

Appendices

Appendix A

AMATS INTER-GOVERNMENTAL OPERATING AGREEMENT FOR TRANSPORTATION AND AIR QUALITY PLANNING - EXCERPT

SECTION 16 - COMPLIANCE WITH TITLE VI, CIVIL RIGHTS ACT OF 1964

16.1 The Municipality hereby agrees as a condition to receiving any Federal financial assistance from the US Department of Transportation, to comply with Title VI of the Civil Rights Act of 1964, 78 Statute 252, 42 USC. 2000d - 2000d-4 hereinafter referred to as the "Act") and all requirements imposed by or pursuant to Title 49 CFR, US Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted Programs of the US Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations"), 49 CFR Part 26 Participation of Disadvantaged Business Enterprises in Department of Transportation financial assistance programs (see Section 14 of this document), and the Americans with Disabilities Act and other pertinent directives to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall on the grounds of race, color, sex, or national origin be excluded from participation in, be denied the benefits of, or activity for which the Municipality receives Federal financial assistance from the US Department of Transportation, including FHWA and FTA, and hereby gives assurance that it will promptly take any measure necessary to effectuate this Agreement. This assurance is required by 49 CFR Part 21, subsection 21.7A(1),

16.2 More specifically, and without limiting the above general assurance, the Municipality hereby gives the following specific assurance with respect to the project:

16.2.1 The Municipality agrees that each "program" and "facility" as defined in subsections 21.23 (b) and (e) of the Regulations, will be (with regard to a program) conducted or will be (with regard to a facility) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

16.2.2 The Municipality shall insert the clauses of this assurance in every contract subject to the Act and Regulations.

16.2.3 Where the Municipality received Federal financial assistance to carry out a program of managerial training, under section 10(a) of the UMTA Act of 1964, as amended, the assurance shall obligate the Municipality to make selection of the trainee or fellow without regard to race, color, sex, or national origin.

16.2.4 Where the Municipality receives Federal financial assistance to carry out a program under

the UMTA Act of 1964, as amended, the assurance shall obligate the Municipality to assign transit operators, and to furnish transit operators, for charter purposes without regard to race, color, sex, or national origin.

16.2.5 Where the Municipality receives Federal financial assistance to carry out a program under the UMTA Act of 1964, as amended, routing scheduling, quality of service, frequency of service, age/quality of vehicles assigned to routes, quality of stations serving different routes, and locations of routes may not be determined on the basis of race, color, sex, or national origin.

16.2.6 This assurance obligates the Municipality for the period during which Federal financial assistance is extended to the project, 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 Municipality 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 Municipality retains ownership or possession of the property.

16.2.7 The Municipality shall provide for such methods of administration for the program, as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other Municipal sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this assurance.

16.2.8 The Municipality agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, Regulations and this assurance.

16.3 This Assurance is given in consideration of and for the purpose of obtaining, any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date thereof to the Municipality by the FHWA and/or FTA programs and is binding on it, other Municipal sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants in FHWA and/or FTA programs. The person or persons whose signature appears below are authorized to sign this assurance on behalf of the Municipality.

Appendix B

MUNICIPALITY OF ANCHORAGE - TITLE VI RELATED CONTRACT ASSURANCES

The following is an excerpt from an internal Municipality of Anchorage (MOA) contract guidance document provided by the MOA Department of Law. All provisions in Part II, General Contract Provisions, are mandatory. Other provisions of Section 2, Nondiscrimination, pertain to employment, and not to Title VI.

PART II GENERAL CONTRACT PROVISIONS [EXCERPT]

Section 2. Nondiscrimination.

E. The Contractor shall comply with all applicable federal, state and municipal laws concerning the prohibition of discrimination including, but not limited to Title 5 and Title 7, Chapter 7.50 of the Anchorage Municipal Code.