

**Commonwealth of Kentucky
Auditor of Public Accounts
Title VI of the Federal Civil Rights Act
Implementation
“Initial Plan and “Plan Update” Form”**

Initial Plan

Plan Update

AGENCY: Kentucky Department of Education

DATE: July 1, 2019.

Pursuant to KRS 344.015 and Section 2 of 45 KAR 1:080, state agencies receiving federal funds shall prepare and submit an annual Title VI plan update to the Auditor of Public Accounts and the Kentucky Commission on Human Rights by July 1, 1995 and by July 1 each year thereafter. Please complete the following information when submitting annual plan updates.

Check the corresponding sections of the plan that the agency is:

- (1) Required to update; and/or
- (2) Amending.

Please include the updated wording under the applicable sections listed below in your Plan Update.

The following sections are required to be updated annually: (6), (7), (9), (10), (12) and (13). Please attach a Plan Update detailing updates or changes from the prior year Plan – do not submit your entire plan once it is on file with the Auditor’s Office.

- (1) Glossary/Definitions
- (2) Overview
- (3) Scope Of Title VI Applicability To Programs And Activities
- (4) Responsible Official
- (5) Statement Of Assurance
- (6) Identify Programs Or Activities Subject To Title VI
- (7) Complaint Procedures
- (8) Compliance/Noncompliance Reporting
- (9) Agency Training Plan
- (10) Evaluation Procedures Of Title VI Plan
- (11) Public Notice And Outreach
- (12) Recordkeeping And Reporting
- (13) Minority Representation On Planning Board Or Advisory Body

NOTE: This form **DOES NOT** substitute for the actual **update** that may need to be completed.

Title VI Compliance Status Report

(July 1, 2018 - June 30, 2019)

- | | <u>Yes</u> | <u>No</u> |
|--|-------------------------------------|--------------------------|
| 1. Services from this facility are provided to clients without regard to race, color, or national origin. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. An employee has been appointed to serve as Title VI Coordinator for this agency. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Minorities are represented on the advisory board if at least 5% of the population in the geographic service area are minority persons. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. A written procedure exists for hearing and reviewing Title VI complaints. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Records are maintained regarding all alleged cases of discrimination. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Title VI posters (where possible) are prominently displayed and used to emphasize the Title VI program and complaint opportunities. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. New employees are clearly informed about their responsibilities to clients under Title VI. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Contracts between this agency and another party include the formal Title VI "Statement of Compliance" clause. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Other parties which contract with this agency are clearly informed by this agency about their own responsibilities to clients under Title VI standards. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. All physical facilities and physical areas are made available to every client without regard to race, color, or national origin. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

NOTE: This form **DOES NOT** substitute for the **actual update** that may need to be completed