

**City of Edgerton
Shared Ride Taxi
Title VI Plan
Date Adopted: October 3, 2011
Amended April 21, 2014**

Plan Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the grounds 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" (42 U.S.C. Section 2000d).

City of Edgerton is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A. This plan was developed to guide the City of Edgerton in its administration and management of Title VI-related activities.

The City of Edgerton as a recipient of Federal Transit Administration (FTA) grant dollars either directly from FTA or through the Wisconsin Department of Transportation (WisDOT) will comply with the Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the U.S. Department of Transportation implementing regulations.

Title VI Coordinator Contact information

City of Edgerton, Ramona Flanigan, rflanigan@cityofedgerton.com, 12 Albion St., Edgerton, WI 53534 or 608-884-3341.

Title VI Policy Information

Employee Education

Title VI information is disseminated to all City of Edgerton employees involved with the Shared Ride Taxi program via the *Employee Education Form* in person or via payroll envelopes. This form reminds employees of the City of Edgerton policy statement, and of their Title VI responsibilities in their daily work and duties. City of Edgerton will determine how frequently the *Employee Education Form* should be reviewed with its employees.

During New Employee Orientation, new employees involved with the Shared Ride Taxi program shall be informed of the provisions of Title VI, and the City of Edgerton's expectations to perform their duties accordingly.

All employees involved with the Shared Ride Taxi program shall be provided a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt.

Subcontracts and Vendors

All subcontractors and vendors who receive payments from City of Edgerton where funding originates from any federal assistance are subject to the provisions of Title VI. Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

Record Keeping

The Title VI Coordinator maintains permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the of City of Edgerton Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

The Title VI Assurance/Certification form is submitted with grant application materials to WisDOT on an annual basis for each grant program in which it participates. This form is used to specify whether Title VI complaints have been filed.

Title VI Public Notification

Title VI information posters and brochures are prominently and publicly displayed in the City of Edgerton City Hall and in and/or on revenue vehicles and on the City of Edgerton website. (See appendices A and B for the Notice to the Public and the Shared Ride Taxi Service Brochure.)

Title VI Complaint Procedure

Si se necesita esta información en español, por favor llame al 608 884-3341.

The City of Edgerton's Title VI Complaint Procedure is made available in the following locations: City of Edgerton website, at City Hall, and in transit vehicles in both English and Spanish.

See Appendix C for a list of transit related Title VI investigations, complaints and lawsuits.

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the City of Edgerton may file a Title VI complaint by completing and submitting the City's Title VI Complaint Form (see Appendix D for form).

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to one hundred and eighty 180 days from the date of the alleged discrimination. The attached *Title VI Complaint Form* may be used to submit the complaint information. The complaint may be filed in writing with City of Edgerton at the following address:

City of Edgerton
Attn: City Administrator
12 Albion Street
Edgerton, WI 53534

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by City of Edgerton will be directly addressed by the City of Edgerton. The City of Edgerton shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, City of Edgerton shall make every effort to address all complaints over which it has jurisdiction in an expeditious and thorough manner. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

A letter of acknowledging receipt of complaint will be mailed within seven days. Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information within 30 days may result in the administrative closure of the complaint. A case can be administratively closed also if the complainant no longer wishes to pursue his/her case.

City of Edgerton will notify WisDOT-Transit Section of the complaint at:
WisDOT-Transit Section, Chief
4802 Sheboygan Avenue, Rm 951
Madison, WI 53707.

How will the complainant be notified of the outcome of the complaint?

City of Edgerton will send one of the two final written response letters to the complainant.

1. A letter of finding (LOF) summarizing the allegations and the interviews regarding the alleged incident, and explaining whether any disciplinary action, additional training of the staff member, or other action will occur.
2. ~~In the~~ A closure letter summarizing the allegations and stating that there was not a Title VI violation and that the case will be closed. The complainant will also be advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from City of Edgerton and/or 2) file a complaint externally with the Federal Transit Administration at:

~~In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:~~

Federal Transit Administration
FTA Office of Civil Rights
1200 New Jersey Avenue SE
Washington, DC 20590

Certifications and Assurances

The City of Edgerton has on file for each federal transit grant a signed Title VI Form, Nondiscrimination Assurance, and EEO Policy and Requirements Assurance. These assurances are signed and provided to WisDOT prior to receipt of FTA funds. ~~As a reference, a~~

~~copy of the blank certification/assurances forms used is included in Attachment D. City of Edgerton has a copy of the most recent forms submitted to WisDOT on file.~~

- ~~__ Title VI Form~~
- ~~__ Nondiscrimination Assurance~~
- ~~__ EEO Policy and Requirements Assurance~~

~~A copy of the certification and assurances are kept with the grant materials of each grant.~~

Public Participation Plan

See Appendix D

Limited English Proficiency (LEP) –Language Assistance Plan

As a recipient of federal US DOT funding, the City of Edgerton is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP): Refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Most individuals in Wisconsin read, write, speak and understand English. There are some individuals for whom English is not their primary language. If these individuals have a limited ability to read, write, speak, or understand English, they are considered limited English proficient, or “LEP.”

(See Appendix E for Language Assistance Plan)

Efforts to Encourage Minority Participation

The City of Edgerton understands diverse representation on committees, councils and boards results in sound policy reflective of its entire population. As such, the City of Edgerton encourages participation of all its citizens. As vacancies on boards, committees and councils become available, the City of Edgerton will make efforts to encourage and promote diversity. To encourage participation on its boards, committees and councils, the City of Edgerton will continue to reach out to community, ethnic and faith-based organizations to connect with all populations. In addition, the City of Edgerton will use creative ways to make participating realistic and reasonable. Such as, scheduling meetings at times best suited to its members and providing transportation and child care, if needed for its members. (See appendix G for additional Minority Participation Information.)

Appendix A

Title VI Notice to the Public

The **City of Edgerton's** Notice to the Public is as follows:

Notifying the Public of Rights Under Title VI

THE CITY OF EDGERTON

- ✓ The **City of Edgerton** operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the **City of Edgerton**.
- ✓ For more information on the **City of Edgerton's** civil rights program, and the procedures to file a complaint, contact (608)884-3341; email rflanigan@cityofedgerton.com; or visit our administrative office at 12 Albion Street, Edgerton, WI 53534. For more information, visit www.cityofedgerton.com.
- ✓ A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.
- ✓ If information is needed in another language, contact (608)884-3341.
Si se necesita informacion en otro idioma de contacto, (608)884-3341.

The **City of Edgerton's** Notice to the Public is posted in the following locations:

- X Agency website cityofedgerton.com
- X Public areas of the agency office
- X Inside vehicles

Appendix B

SHARED-RIDE TAXI SERVICE

The Shared-Ride service will be provided on a shared ride basis. This means that vehicles may be routed to pick up or drop off passengers enroute to other passenger's origins or destinations so as to allow a greater number of passengers to be carried with available vehicles. The use of shared ride should be limited if it will create excessive travel times for passengers.

Phone Number: (608) 884-9847

Hours of Service: Monday-Friday 7:15am-5:15pm, Saturday 9:00am-1:00pm, closed on Sunday.

Holidays: There will be no service on Holidays

Fares: Adults 18-59 \$3.25, Seniors over 59 \$2.00, Handicapped \$2.00, Student 6-17 \$2.25, Child (under 6) is free, Wait Time \$.20/min, Grocery Bags \$.25/each, Mileage \$1.75/mile (beyond city limits), Additional Riders \$1.75, and Deliveries \$4.50.

Service Standards: The average wait time for passenger pick-up should be less than fifteen minutes. The average combined wait and travel time for local passengers should be less than thirty minutes. Ninety-five percent of all passengers should have a combined wait and travel time of under forty minutes. Drivers will assist in loading and unloading of elderly or handicapped passengers, and in carrying their parcels or personal effects between vehicles and the entrance to the business or home when requested.

Title VI Public Notification: Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides 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" (42 U.S.C. Section 2000d).

City of Edgerton is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A.

If you feel you are being denied participation in or being denied benefits of the transit services provided by City of Edgerton, or otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, you may contact our office at:

Ramona Flanigan

12 Albion Street

Edgerton WI 53534

rflanigan@cityofedgerton.com

(608) 884-3341

SERVICIO DE TAXI DE VIAJE COMPARTIDO

Se proporcionará el servicio Shared-Ride sobre una base de compartir el viaje. Esto significa que los vehículos pueden ser enrutados para recoger o dejar pasajeros en la ruta a orígenes de otro pasajero o destinos para permitir a un mayor número de pasajeros a llevarse con los vehículos disponibles. El uso de compartir el viaje debe limitarse si crean los tiempos de viaje excesivo para los pasajeros.

Numero de telefono:(608) 884-9847

Horas de servicio: Lunes a viernes 7:15 am -5:15 pm, el sábado 9:00 am-1:00 pm, cerrado los domingos.

Dias de Fiesta: No habrá ningún servicio en días de fiesta.

Tarifas: Los adultos de 18-59 \$3.25, ancianos mayores de 59 \$2.00, discapacitados \$2.00, estudiante 6-17 \$2.25, infantil (menores de 6 años) es gratuita, esperar tiempo \$.20/min, bolsas \$.25/cada, kilometraje \$ 1.75/milla (fuera de los límites de ciudad), pasajeros adicional \$1.75 y entregas \$4.50.

Estandares de servicio: El tiempo de espera promedio para recoger pasajeros debe ser menos de quince minutos. El promedio combinado de espera y tiempo de viaje para los pasajeros locales debe ser menos de treinta minutos. Noventa cinco por ciento de todos los pasajeros deben tener un espera y tiempo combinado de menos de cuarenta minutos de viaje. Los choferes ayudan en la carga y descarga de pasajeros ancianos o discapacitados y en llevar sus parcelas o efectos personales entre los vehículos y la entrada del negocio u hogar cuando así lo solicite.

Notificación pública VI del título: Título VI de la ley de derechos civiles de 1964 prohíbe la discriminación por raza, color u origen nacional en programas y actividades que reciben asistencia financiera Federal. En concreto, título VI establece que "ninguna persona en los Estados Unidos, por razón de raza, color u origen nacional, excluida de la participación en, ser negada los beneficios de o ser objeto de discriminación bajo cualquier programa o actividad recibiendo asistencia financiera Federal" (42 U.S.C. sección 2000 d).

La Ciudad de Edgerton se compromete a garantizar que ninguna persona sea excluida de la participación en, o negada los beneficios de sus servicios de transporte en base a raza, color u origen nacional, protegidos por título VI en Federal Transit Administration (FTA) 4702.1.A Circular.

Si siente que se está negando participación en o se está denegando los beneficios de los servicios de tránsito proporcionado por la ciudad de Edgerton, o de lo contrario si encuentra discriminación debido a su raza, color, origen nacional, género, edad o discapacidad, puede comunicarse con nuestra oficina en:

**Ramona Flanigan 12 Albion Street
Edgerton, WI 53534
rflanigan@cityofedgerton.com (608) 884-3341**

Appendix C

List of Transit Related Title VI Investigations, Complaints and Lawsuits

Subrecipient:		
Contact Person:	Signature:	Date:

Check One:

There have been no investigations, complaint and/or lawsuits filed against us during the report period.

There have been investigations, complaints and/or lawsuits filed against us. *See list below. Attach additional information as needed.*

	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
Investigations				
1.				
2.				
Lawsuits				
1.				
2.				
Complaints				
1.				
2.				

Appendix D

Title VI Complaint Form

The City of Edgerton's Title VI Complaint Procedure is made available in the following locations: City of Edgerton website, City of Edgerton City Hall, in transit vehicles.

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party: _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				

Section IV				
Have you previously filed a Title VI complaint with this agency?			Yes	No

Section V	
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, check all that apply:	
<input type="checkbox"/> Federal Agency: _____	
<input type="checkbox"/> Federal Court _____	<input type="checkbox"/> State Agency _____
<input type="checkbox"/> State Court _____	<input type="checkbox"/> Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name:	
Title:	
Agency:	
Address:	
Telephone:	
Section VI	
Name of agency complaint is against:	
Contact person:	
Title:	
Telephone number:	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

Signature Date

Please submit this form in person at the address below, or mail this form to:

City of Edgerton Title VI Coordinator
 12 Albion Street
 Edgerton, Wi 53534

Appendix E

Public Participation Plan

Subrecipient: City of Edgerton		
Contact Person: Ramona Flanigan	Signature:	Date: 4/7/2014

Strategies and Desired Outcomes

To promote inclusive public participation, the **City of Edgerton** will use its resources available to employ the following strategies, as appropriate:

- ✓ Provide for early, frequent and continuous engagement by the public.
- ✓ Expand traditional outreach methods.
- ✓ Select accessible and varied meeting locations and times
- ✓ Employ different meeting sizes and formats
- ✓ Provide childcare and food during meetings, if possible.
- ✓ Use social media in addition to other resources as a way to gain public involvement
- ✓ Use City newsletter, radio, television or newspaper ads on stations and in publications that serve LEP populations. Outreach to LEP populations may also include audio programming available on podcasts.

Documented Public Outreach

The direct public outreach and involvement activities conducted by the City of Edgerton are summarized in the table below. Information pertinent to each event and/or activity will be provided to WisDOT upon request.

Event Date	Event	Date Publicized and Communication Method (Public Notice, Posters, Social Media)	Outreach Method (Meeting, Focus Group, Survey, etc).	Notes¹
ongoing	website	website	online	
ongoing	Social media	Social media	Online posting	
annual	Contract extension	Agenda Notice 12-13-13	meeting	Agendas posted at PO, City Hall, grocery store, and library
7-1-13	Newsletter	Newsletter 7-1-13	mailing	All utility customers
annual	Budget Hearing	Notice in local newspaper 11-1-13	Public hearing meeting	Agendas also posted at PO, City Hall, grocery store, and library
annual	Annual Application for funding	Local Newspaper	Notice publication	Application legal notice

Appendix F

Limited English Proficiency (LEP) – Meaningful Access Plan

The City of Edgerton's Language Assistance Plan includes the following elements:

1. LEP *Four Factor Analysis*

To determine if an individual is entitled to language assistance and what specific services are appropriate, the City of Edgerton has conducted a *Four Factor Analysis* of the following areas: 1) Demography, 2) Frequency, 3) Importance and 4) Resources and Costs.

- **Factor 1: Demography:**

Attached is the [US Census and American Community Survey \(ACS\) Data.](http://www.dot.wisconsin.gov/localgov/docs/title6-lep.pdf)
<http://www.dot.wisconsin.gov/localgov/docs/title6-lep.pdf>

The City of Edgerton contracts with a transit provider to provide shared-ride taxi (SRT) service. The contractor/transit provider provides service for the City of Edgerton in Rock and Dane Counties. Census 2010 reports a population of 5,503. The American Community Survey (ACS) reports a population estimate of 5,090. The City of Edgerton is below the Safe Harbor threshold. The largest LEP population is Spanish or Spanish Creole, which represents 3.4% of the population.

Even though the City of Edgerton is below the Safe Harbor Threshold and is not required to provide written translation of vital documents, it posts a brochure in Spanish on its website and in City Hall.

In the future, if the City of Edgerton meets the Safe Harbor Threshold for written translation of vital documents, it will also consider measures needed for oral interpretation.

- **Factor 2: Frequency:** How often does your staff (and/or contractor/lessee) come into contact with LEP persons?

The City of Edgerton's contractor/transit provider provides an estimated rides to XX persons per year. While formal data has not been collected, the contractor has indicated it has encountered (4) four LEP persons using the service within the last six months. Our contractor/transit provider has an open door policy and will provide rides to any person who requests a ride. If an individual has speech limitations, the dispatcher or driver will work with the City of Edgerton, if needed to ensure the individual receives access to the transit service.

The **City of Edgerton** and its contractor/lessee will be trained on what to do when they encounter a person that speaks English less than well. The City of Edgerton and/or its contractor/lessee will track the number of encounters and consider making adjustments as needed to outreach efforts to ensure meaningful access to all persons

and specifically to LEP and minority populations of the City of Edgerton's programs and services.

- **Factor 3: Importance:** How does the program, service or activity affect people's lives?

The City of Edgerton and our contractor/transit provider understand an LEP person with language barrier challenges also faces difficulties obtaining health care, education or access to employment. A public transit system is a key link to connecting LEP persons to these essential services.

The City of Edgerton has identified activities and services which would have serious consequences to individuals if language barriers prevented access to information or the benefits of those programs.

The City of Edgerton's assessment of what programs, activities and services that are most critical included contact with community organization(s) that serve LEP persons, as well as contact with LEP persons themselves to obtain information on the importance of the modes or the types of services that are provided to the LEP populations.

The shared ride taxi program service provides transportation to those choosing to use public transportation. Common trips include medical appointments, school, shopping and other appointments. Edgerton Community Outreach provides various human resource services to area residents. This organization has Spanish speaking staff to assist those needing translation services. There are also several citizens who voluntarily serve as interpreters in the community.

- **Factor 4: Resources and Costs:** What funding and other resources are available for LEP outreach?

Even though the City of Edgerton does not have a separate budget for LEP outreach, the city has worked with our contractor/transit provider to implement low cost methods of reaching LEP persons. For example, The City's contractor has a bilingual speaking dispatcher. The City has a printed brochure printed posted at City Hall and in our shared ride taxi for help in understanding the service.

2. Description of how language assistance services are provided by language.

Edgerton Community Outreach provides various human resource services to area residents. This organization has Spanish speaking staff to assist those in need of a translation. There are also several citizens who voluntarily serve as interpreters. The City Shared ride vendor has a Spanish speaking dispatcher. In addition, we work with our contractor/transit provider to ensure mechanisms are in place to reach LEP persons in the service area. For example, the contractor has a special brochure printed and is available in each vehicle to assist LEP populations in understanding the transportation service.

3. A description of how LEP persons are informed of the availability of language assistance service.

The City of Edgerton and its contractor/transit provider do the following to inform LEP persons of the availability of language assistance services: striving to employ multilingual staff and creating and posting multi-language announcements, posters and other information.

4. A description of how the language assistance plan is monitored and updated.

The City of Edgerton reviews its plan on an annual basis or more frequently as needed. In particular, the City of Edgerton will evaluate the information collected on encounters with LEP persons as well as public outreach efforts to determine if adjustments should be made to the delivering of programs and services to ensure meaningful access to minority and LEP persons.

In addition, if relevant, the City of Edgerton will meet with its contractor/transit provider on an annual basis to ensure the Title VI requirements are met.

5. A description of how employees are trained to provide language assistance to LEP persons

City of Edgerton employees are educated on the principles of Title VI and the City of Edgerton's Language Assistance Plan. New employees will be provided guidance on the needs of clients served and how best to meet their needs. An important discussion point is that of language assistance. If a driver, dispatcher or employee needs further assistance related to LEP program participants, her/she will work with the City of Edgerton's Title VI Coordinator to identify strategies to meet the language needs of the participants of the program or service.

As part of our annual check in meeting, if relevant, the City of Edgerton will meet with its contractor/transit provider to discuss updates the City of Edgerton's Language Assistance Plan.

Appendix G

Minority Representation Information

A. Minority Representation Table

The City of Edgerton City Council serves as the decision making body for ERT services. The table below depicts the City Council's ethnic breakdown.

Body	Caucasian	Hispanic	African American	Asian American	Native American
Population	94.9%	4.1%	0.9%	0.5%	0.8%
City Council	100%	0%	0%	0%	0%

Minority Representation Data Collection Form

Edgerton City Council.

Date:

Dear Member,

As the City of Edgerton is a recipient of federal funds, we are required under Title VI of the Civil Rights statute to ascertain the racial/ethnic make-up of any non-elected boards, commissions, councils, etc.

Data from this section is used for statistical and reporting purposes. The information may be subject to disclosure under federal or state law or rule.

Anti-Discrimination Notice

It is unlawful for the City of Edgerton to fail or refuse to provide services, access to services or activities, or otherwise discriminate against an individual because of an individual's race, color, religion, sex, national origin, disability or veteran status.

We invite council members to voluntarily self-identify their race/ethnicity in order for us to comply with FTA Title VI regulations. This information will be used according to the provisions of applicable federal and state laws, executive orders and regulations, including those requiring the information to be summarized and reported to the federal government for civil rights enforcement purposes.

Race/Ethnicity

If you choose to self-identify, please mark the **one box** describing the race/ethnicity category with which you primarily identify:

___ *Asian or Pacific Islander*: All persons having origins in any of the peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands and Samoa.

___ *Black and/or African American* (not of Hispanic origin): All persons having origins in any of the Black racial groups of Africa.

___ *Hispanic*: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

___ *American Indian or Alaskan Native*: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

___ *Caucasian* (not of Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.
