

#23-12  
Marshall County  
Title VI

**Statement of Policy and Program Resolution**

Marshall County is committed to a policy of non-discrimination pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 52000d). Marshall County recognizes its responsibilities to the communities in which it operates. It is Marshall County's policy to utilize its best efforts to assure that "no person 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 its delivery of transit service and any other program or activity for which Marshall County receives Federal financial assistance."

Toward this end, it is Marshall County's objective to:

- A. Ensure that the level and quality of transit service delivery is provided without regard to race, color, or national origin;
- B. Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of transit service programs and activities on minority populations and low-income populations;
- C. Promote the full and fair participation of all affected populations in transit service provision decision making;
- D. Prevent the denial, reduction, or delay in benefits related to transit service programs and activities that benefit minority populations or low-income populations;
- E. Ensure meaningful access to transit service programs and activities by persons with limited English proficiency.

The responsibility for carrying out Marshall County's commitment to this Title VI program has been delegated to the Marshall County States Attorney by the Marshall County Board. As the Title VI Coordinator, the States Attorney is responsible for the day-to-day operations of this Program and will receive and investigate Title VI complaints, which come through the complaint procedure. However, all managers, supervisors, and employees share in the responsibility for making Marshall County's Title VI Program a success. The Title VI Coordinator shall be responsible for maintaining all records relating to this Policy including, but not limited to, this Title VI Policy, copies of all Title VI complaints or lawsuits and related documentation, all records of correspondence to and from complainants, and Title VI investigations.

Additional information concerning Marshall County's Title VI obligations and the complaint procedure can be obtained by contacting the States Attorney at (309) 246-2028 or via United States mail at Marshall County States Attorney, 122 N Prairie, PO Box 328, Lacon, Illinois 61565.

**TITLE VI INFORMATION, DISSEMINATION, & COMMUNITY OUTREACH**

Title VI information posters shall be prominently and publicly displayed in the Marshall County Office of Administrative Services at 122 N Prairie, Lacon, Illinois.

Information relating to Marshall County's nondiscrimination obligation can also be obtained from Marshall County's website at [www.marshallcountyillinois.gov](http://www.marshallcountyillinois.gov)

Community outreach is a requirement of Title VI recipients and sub-recipients shall seek out and consider the viewpoints of minority and low-income populations in the course of conducting public outreach. Recipients have wide latitude to determine what specific measures are most appropriate and should make this determination based on the composition of the affected populations, the public involvement process, and the resources of the recipient. The County has not appointed an unelected transportation planning board or committees. As stated above, the Title VI Policy will be located on Marshall County's website and will be available for review in multiple locations. Also, all County Board meetings are open to the public and follow the Illinois Open Meetings Act.

#### SUBCONTRACTS AND VENDORS

All subcontractors and vendors who receive payments from Marshall County where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended. Written contracts with such subcontractors and vendors shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.


#### LIMITED ENGLISH PROFICIENCY POLICY STATEMENT AND AVAILABLE RESOURCES

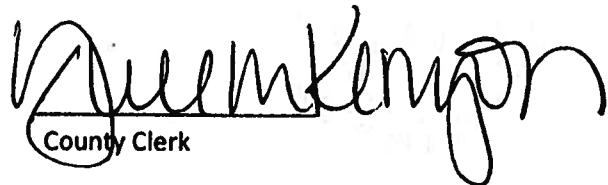
Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., provides that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives Federal financial assistance. Title VI and its implementing regulations require that certain federal grant recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP).

Since the initial adoption of this policy on 6/19/2022, there have been no complaints, investigations or lawsuits pursuant to this Title VI policy.

Whereby the Marshall County Board adopts and approves the Title VI plan approved by IDOT and dated 1/17/2023.

Approved

  
Board Chairman

  
County Clerk

# Title VI Plan

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## MARSHALL COUNTY ILLINOIS 2022

Title VI Contact: **MARSHALL COUNTY STATES ATTORNEY**

Title VI Contact Phone: **309-246-2028**

Title VI Contact Email: **statesattorney@marshallcountyillinois.gov**

Address: **122 N. Prairie, Lacon IL 61540**

Web Address: **marshallcountyillinois.gov**

# Title VI Plan Table of Contents

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|                                                        |    |
|--------------------------------------------------------|----|
| Title VI Plan Cover Page .....                         | 1  |
| Title VI Plan Table of Contents.....                   | 2  |
| Non Discrimination Notice to the Public .....          | 3  |
| Title VI Complaint Procedures .....                    | 4  |
| Title VI Complaint Form .....                          | 6  |
| Title VI Investigations, Complaints, and Lawsuits..... | 8  |
| Non-elected Committees Membership .....                | 13 |
| Monitoring for Subrecipient Title VI Compliance .....  | 14 |
| Board Approval for the Title VI Plan .....             | 15 |

## Executive Summary

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Marshall County Illinois provides community services to the residents of Marshall County Illinois. Marshall County receives funding for the 5311 program. Marshall County is the grantee for the funds. Marshall County receives 5311 program funds to administer rural transit in the 5311 program service area which is Marshall and Stark Counties. Marshall County uses 5311 funds to purchase operating services which cover both Marshall and Stark Counties.

# Non Discrimination Notice to the Public

## Notifying the Public of Rights Under Title VI MARSHALL COUNTY ILLINOIS

**MARSHALL COUNTY ILLINOIS** operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with **MARSHALL COUNTY ILLINOIS**.

For more information on the **MARSHALL COUNTY ILLINOIS**'s civil rights program, and the procedures to file a complaint, contact **MARSHALL COUNTY STATES ATTORNEY**; email [statesattorney@marshallcountyillinois.gov](mailto:statesattorney@marshallcountyillinois.gov); or visit our administrative office at 122 N. Prairie, Lacon IL 61540. For more information, visit [marshallcountyillinois.gov](http://marshallcountyillinois.gov).

Complaints may be filed directly with the Illinois Department of Transportation (**IDOT**) Civil Rights Office. ATTN: Title VI Program Coordinator 69 West Washington Street Room 2100 Chicago, IL 60602 or with the Federal Transit Administration (**FTA**). ATTN: Title VI Program Coordinator, 1200 New Jersey Ave., SE Washington DC 20590

*This notice is posted online at [marshallcountyillinois.gov](http://marshallcountyillinois.gov)*

# Title VI Complaint Procedures

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These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, as they relate to any program or activity that is administered by **MARSHALL COUNTY ILLINOIS** including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

- (1) Any person who believes he and/or she has been discriminated against on the basis of race, color, or national origin may file a Discrimination complaint by completing and submitting the agency's Title VI Complaint Form.
- (2) Formal complaints must be filed within **180** calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
- (3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.
- (4) Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
- (5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
- (6) Once submitted **MARSHALL COUNTY ILLINOIS** will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by **MARSHALL COUNTY ILLINOIS** or submitted to the State or Federal authority for guidance.

- (7) **MARSHALL COUNTY ILLINOIS** will notify the IDOT Civil Rights Office of ALL Discrimination complaints within 72 hours via telephone at (217) 782-2762; or email at [DOT.Complaint@illinois.gov](mailto:DOT.Complaint@illinois.gov).
- (8) **MARSHALL COUNTY ILLINOIS** has 30 business days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 30 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 30 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
- (9) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Discrimination violation and that the case will be closed. An LOF 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.
- (10) A copy of either the closure letter or LOF must be also be submitted to IDOT within 72 hours of that decision. Letters may be submitted by hardcopy or email.
- (11) A complainant dissatisfied with **MARSHALL COUNTY ILLINOIS** decision may file a complaint with the Illinois Department of Transportation (**IDOT**) or the Federal Transit Administration (**FTA**) offices of Civil Rights: **IDOT**: ATTN Title VI Program Coordinator 69 W. Washington Street Room 2100 Chicago, IL 60602. **FTA**: Attention Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590
- (12) A copy of these procedures can be found online at: [marshallcountyillinois.gov](http://marshallcountyillinois.gov).

# Title VI Complaint Form

|                                                                                                                                                                                                                                                                                                                                                                   |                                      |                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------------------------------------|
| <b>Section I:</b>                                                                                                                                                                                                                                                                                                                                                 |                                      |                                          |
| Name:                                                                                                                                                                                                                                                                                                                                                             |                                      |                                          |
| Address:                                                                                                                                                                                                                                                                                                                                                          |                                      |                                          |
| Telephone (Home):                                                                                                                                                                                                                                                                                                                                                 | Telephone (Work):                    |                                          |
| Electronic Mail Address:                                                                                                                                                                                                                                                                                                                                          |                                      |                                          |
| Accessible Format Requirements?                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Large Print | <input type="checkbox"/> Audio Tape      |
|                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> TDD         | <input type="checkbox"/> Other           |
| <b>Section II:</b>                                                                                                                                                                                                                                                                                                                                                |                                      |                                          |
| Are you filing this complaint on your own behalf?                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> Yes*        | <input type="checkbox"/> No              |
| <i>*If you answered "yes" to this question, go to Section III.</i>                                                                                                                                                                                                                                                                                                |                                      |                                          |
| 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.                                                                                                                                                                                                                                         | <input type="checkbox"/> Yes         | <input type="checkbox"/> No              |
| <b>Section III:</b>                                                                                                                                                                                                                                                                                                                                               |                                      |                                          |
| 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. |                                      |                                          |
| _____                                                                                                                                                                                                                                                                                                                                                             |                                      |                                          |
| _____                                                                                                                                                                                                                                                                                                                                                             |                                      |                                          |
| _____                                                                                                                                                                                                                                                                                                                                                             |                                      |                                          |
| <b>Section VI:</b>                                                                                                                                                                                                                                                                                                                                                |                                      |                                          |
| Have you previously filed a Discrimination Complaint with this agency?                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> Yes         | <input type="checkbox"/> No              |



If yes, please provide any reference information regarding your previous complaint.

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**Section V:**

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes       No

If yes, check all that apply:

- Federal Agency: \_\_\_\_\_
- Federal Court: \_\_\_\_\_       State Agency: \_\_\_\_\_
- State Court: \_\_\_\_\_       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: \_\_\_\_\_

Name of person complaint is against: \_\_\_\_\_

Title: \_\_\_\_\_

Location: \_\_\_\_\_

Telephone Number (if available): \_\_\_\_\_

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below:

Signature \_\_\_\_\_ Date \_\_\_\_\_

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

**MARSHALL COUNTY ILLINOIS**  
**MARSHALL COUNTY STATES ATTORNEY**  
**122 N. Prairie, Lacon IL 61540**  
**309-246-2028**  
**statesattorney@marshallcountyillinois.gov**

A copy of this form can be found online at [marshallcountyillinois.gov](http://marshallcountyillinois.gov)

# Title VI Investigations, Complaints, and Lawsuits

If no investigations, lawsuits, or complaints were filed select the option below.

**MARSHALL COUNTY ILLINOIS** has not had Title VI Discrimination complaints, investigations, or lawsuits in **2022**

| Complainant           | Date<br>(Month,<br>Day,<br>Year) | Basis of<br>Complaint<br>(Race,<br>Color,<br>National<br>Origin) | Summary<br>of<br>Allegation | Status | Action(s)<br>Taken | Final<br>Findings? |
|-----------------------|----------------------------------|------------------------------------------------------------------|-----------------------------|--------|--------------------|--------------------|
| <b>Investigations</b> |                                  |                                                                  |                             |        |                    |                    |
| 1)                    |                                  |                                                                  |                             |        |                    |                    |
| 2)                    |                                  |                                                                  |                             |        |                    |                    |
| <b>Lawsuits</b>       |                                  |                                                                  |                             |        |                    |                    |
| 1)                    |                                  |                                                                  |                             |        |                    |                    |
| 2)                    |                                  |                                                                  |                             |        |                    |                    |
| <b>Complaints</b>     |                                  |                                                                  |                             |        |                    |                    |
| 1)                    |                                  |                                                                  |                             |        |                    |                    |
| 2)                    |                                  |                                                                  |                             |        |                    |                    |

# LEP Service Area Demographic Chart

|                                            | Marshall County, Illinois |          |                                        |                                             |
|--------------------------------------------|---------------------------|----------|----------------------------------------|---------------------------------------------|
|                                            | Total                     | Percent  | Percent of specified language speakers |                                             |
|                                            |                           |          | Speak English less than "very well"    | Percent speak English less than "very well" |
| Label                                      | Estimate                  | Estimate | Estimate                               | Estimate                                    |
| Population 5 years and over                | 10,928                    | (X)      | 93                                     | 0.9%                                        |
| Speak only English                         | 10,668                    | 97.6%    | (X)                                    | (X)                                         |
| Speak a language other than English        | 260                       | 2.4%     | 93                                     | 35.8%                                       |
| <b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b> |                           |          |                                        |                                             |
| Spanish                                    | 180                       | 1.6%     | 88                                     | 48.9%                                       |
| 5 to 17 years old                          | 48                        | 0.4%     | 14                                     | 29.2%                                       |
| 18 to 64 years old                         | 121                       | 1.1%     | 74                                     | 61.2%                                       |
| 65 years old and over                      | 11                        | 0.1%     | 0                                      | 0.0%                                        |
| Other Indo-European languages              | 71                        | 0.6%     | 5                                      | 7.0%                                        |
| 5 to 17 years old                          | 2                         | 0.0%     | 0                                      | 0.0%                                        |
| 18 to 64 years old                         | 61                        | 0.6%     | 5                                      | 8.2%                                        |
| 65 years old and over                      | 8                         | 0.1%     | 0                                      | 0.0%                                        |
| Asian and Pacific Island languages         | 6                         | 0.1%     | 0                                      | 0.0%                                        |
| 5 to 17 years old                          | 0                         | 0.0%     | 0                                      | -                                           |
| 18 to 64 years old                         | 1                         | 0.0%     | 0                                      | 0.0%                                        |
| 65 years old and over                      | 5                         | 0.0%     | 0                                      | 0.0%                                        |
| Other languages                            | 3                         | 0.0%     | 0                                      | 0.0%                                        |
| 5 to 17 years old                          | 0                         | 0.0%     | 0                                      | -                                           |
| 18 to 64 years old                         | 3                         | 0.0%     | 0                                      | 0.0%                                        |
| 65 years old and over                      | 0                         | 0.0%     | 0                                      | -                                           |
| <b>CITIZENS 18 YEARS AND OVER</b>          |                           |          |                                        |                                             |

|                                     |       |       |     |       |
|-------------------------------------|-------|-------|-----|-------|
| All citizens 18 years old and over  | 9,109 | (X)   | 38  | 0.4%  |
| Speak only English                  | 8,970 | 98.5% | (X) | (X)   |
| Speak a language other than English | 139   | 1.5%  | 38  | 27.3% |
| Spanish                             | 86    | 0.9%  | 33  | 38.4% |
| Other languages                     | 53    | 0.6%  | 5   | 9.4%  |

| Stark County, Illinois                     |          |          |                                        |                                             |
|--------------------------------------------|----------|----------|----------------------------------------|---------------------------------------------|
|                                            | Total    | Percent  | Percent of specified language speakers |                                             |
|                                            |          |          | Speak English less than "very well"    | Percent speak English less than "very well" |
| Label                                      | Estimate | Estimate | Estimate                               | Estimate                                    |
| Population 5 years and over                | 5,097    | (X)      | 44                                     | 0.9%                                        |
| Speak only English                         | 4,951    | 97.1%    | (X)                                    | (X)                                         |
| Speak a language other than English        | 146      | 2.9%     | 44                                     | 30.1%                                       |
| <b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b> |          |          |                                        |                                             |
| Spanish                                    | 74       | 1.5%     | 12                                     | 16.2%                                       |
| 5 to 17 years old                          | 3        | 0.1%     | 3                                      | 100.0%                                      |
| 18 to 64 years old                         | 53       | 1.0%     | 8                                      | 15.1%                                       |
| 65 years old and over                      | 18       | 0.4%     | 1                                      | 5.6%                                        |
| Other Indo-European languages              | 49       | 1.0%     | 23                                     | 46.9%                                       |
| 5 to 17 years old                          | 4        | 0.1%     | 0                                      | 0.0%                                        |
| 18 to 64 years old                         | 41       | 0.8%     | 23                                     | 56.1%                                       |
| 65 years old and over                      | 4        | 0.1%     | 0                                      | 0.0%                                        |
| Asian and Pacific Island languages         | 23       | 0.5%     | 9                                      | 39.1%                                       |
| 5 to 17 years old                          | 0        | 0.0%     | 0                                      | -                                           |
| 18 to 64 years old                         | 23       | 0.5%     | 9                                      | 39.1%                                       |
| 65 years old and over                      | 0        | 0.0%     | 0                                      | -                                           |
| Other languages                            | 0        | 0.0%     | 0                                      | -                                           |
| 5 to 17 years old                          | 0        | 0.0%     | 0                                      | -                                           |

|                                     |       |       |     |       |
|-------------------------------------|-------|-------|-----|-------|
| 18 to 64 years old                  | 0     | 0.0%  | 0   | -     |
| 65 years old and over               | 0     | 0.0%  | 0   | -     |
| <b>CITIZENS 18 YEARS AND OVER</b>   |       |       |     |       |
| All citizens 18 years old and over  | 4,183 | (X)   | 6   | 0.1%  |
| Speak only English                  | 4,089 | 97.8% | (X) | (X)   |
| Speak a language other than English | 94    | 2.2%  | 6   | 6.4%  |
| Spanish                             | 58    | 1.4%  | 6   | 10.3% |
| Other languages                     | 36    | 0.9%  | 0   | 0.0%  |

| <b>Stark and Marshall Counties Combined, Illinois</b> |                 |                 |                                               |                                                    |
|-------------------------------------------------------|-----------------|-----------------|-----------------------------------------------|----------------------------------------------------|
|                                                       | <b>Total</b>    | <b>Percent</b>  | <b>Percent of specified language speakers</b> |                                                    |
|                                                       |                 |                 | <b>Speak English less than "very well"</b>    | <b>Percent speak English less than "very well"</b> |
| <b>Label</b>                                          | <b>Estimate</b> | <b>Estimate</b> | <b>Estimate</b>                               | <b>Estimate</b>                                    |
| Population 5 years and over                           | 16025           | (X)             | 137                                           | 0.8%                                               |
| Speak only English                                    | 15619           | 97.5%           | (X)                                           | (X)                                                |
| Speak a language other than English                   | 406             | 2.5%            | 137                                           | 33.7%                                              |
| <b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b>            |                 |                 |                                               |                                                    |
| Spanish                                               | 254             | 1.6%            | 100                                           | 39.3%                                              |
| 5 to 17 years old                                     | 51              | 0.0%            | 17                                            | 33.3%                                              |
| 18 to 64 years old                                    | 174             | 1.1%            | 82                                            | 47.1%                                              |
| 65 years old and over                                 | 29              | 0.2%            | 1                                             | 3.4%                                               |
| Other Indo-European languages                         | 120             | 0.7%            | 28                                            | 23%                                                |
| 5 to 17 years old                                     | 6               | 0%              | 0                                             | 0.0%                                               |
| 18 to 64 years old                                    | 102             | 0.6%            | 28                                            | 27.4%                                              |
| 65 years old and over                                 | 12              | 0%              | 0                                             | 0.0%                                               |
| Asian and Pacific Island languages                    | 29              | 0.1%            | 9                                             | 31.0%                                              |
| 5 to 17 years old                                     | 0               | 0.0%            | 0                                             | -                                                  |
| 18 to 64 years old                                    | 24              | 0.1%            | 9                                             | 37.5%                                              |
| 65 years old and over                                 | 5               | 0.0%            | 0                                             | -                                                  |
| Other languages                                       | 3               | 0.0%            | 0                                             | -                                                  |

|                                     |       |       |     |       |
|-------------------------------------|-------|-------|-----|-------|
| 5 to 17 years old                   | 0     | 0.0%  | 0   | -     |
| 18 to 64 years old                  | 3     | 0.0%  | 0   | -     |
| 65 years old and over               | 0     | 0.0%  | 0   | -     |
| <b>CITIZENS 18 YEARS AND OVER</b>   |       |       |     |       |
| All citizens 18 years old and over  | 13292 | (X)   | 44  | 0.3%  |
| Speak only English                  | 13059 | 98.3% | (X) | (X)   |
| Speak a language other than English | 233   | 1.7%  | 44  | 18.8% |
| Spanish                             | 144   | 1.1%  | 39  | 27.0% |
| Other languages                     | 89    | 0.7%  | 5   | 5.6%  |

***\* Demographic data from chart can be found at***

<https://data.census.gov/cedsci/>

# Non-elected Committees Membership

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MARSHALL COUNTY ILLINOIS does not select the membership of any transit-related committees, planning boards, or advisory councils.

# Monitoring for Subrecipient Title VI Compliance

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Marshall County Illinois, as a grantee of federal funding including 5311, monitors subrecipient(s) in the following manner:

- By Collecting and reviewing Title VI Program when updated, at a minimum, every 3 years as required.
- Immediate notification of any complaints and detailed report of investigation conclusion
- Annual submission of the completed complaint log
- Oversight conducted upon announced and unannounced site visit and vehicle reviews
  - Identification of public notices will be reviewed among other on-site requirements
- Trainings required by IDOT-OIPI and/or Marshall County
- All other subrecipient monitoring as determined by Marshall County



# Board Approval for the Title VI Plan

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**\*(INSERT A COPY OF THE BOARD MEETING MINUTES AFTER  
CONDITIONAL CRO APPROVAL. BOARD MINUTES MUST BE FOR THE  
YEAR OF THE GRANT APPLICATION CYCLE)**