NDOT Transit Section
ADA Compliance Plan

2026

Reviewed and approved by _____

11/6/2026
_____
Date

NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

FTA
Federal Transit Administration

NEBRASKA
PUBLIC TRANSIT

Contents

1 Notice Under the Americans with Disabilities Act 1

2 Introduction and Overview 2

3 ADA Program Information 3
- 3.1 NDOT ADA Coordinator 3
- 3.2 Communications 3
- 3.3 Reasonable Accommodation Procedures 3
- 3.4 Employment and Reasonable Accommodation 3
- 3.5 Facility Accessibility 4
- 3.6 Request for Modification 4
- 3.7 Section 504/ADA Transition Plan 5
- 3.8 Agency Handbooks 5
  - 3.8.1 Service Animals 5
  - 3.8.2 Service Suspension 5

4 Complaint Procedures 6
- 4.1 Filing a Complaint 6
- 4.2 Investigation of Complaint 7
- 4.3 Dismissal of a Complaint 7
- 4.4 Complaint Records 7

5 Federal Transit Administration's Reasonable Modification Rule 8
- 5.1 Filing a Reasonable Modification Request 9
- 5.2 Complaint Appeals Process 9

6 Authorities 11

Appendices

A. ADA Accessibility Checklist
B. Request for Modification Form (English and Spanish)
C. ADA/Section 504 Transit Accessibility Complaint Form (English and Spanish)

Nebraska Department of Transportation Mission

"We provide the best possible statewide transportation system for the movement of people and goods."

Assurances

The Nebraska Department of Transportation (NDOT) is dedicated to compliance with federal Americans with Disabilities Act (ADA) regulations. The purpose of this document is to identify the specific compliance plan and procedures to address any accessibility issues. Through the implementation of the procedures contained in this document, NDOT will remain compliant with ADA regulations, Section 504 of the Rehabilitation Act of 1973, and applicable federal nondiscrimination requirements.

Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 (29 United States Code [U.S.C.] 748), as amended, NDOT hereby gives assurance that no otherwise qualified individual with a disability in the United States shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance.

NDOT further assures that its programs will be conducted, and its facilities operated, in compliance with all requirements imposed by or pursuant to 49 Code of Federal Regulations (CFR) Part 27, 28 CFR Part 35, and 42 U.S.C 12101-12213



Vicki Kramer
Director – Nebraska Department of Transportation

11/6/2026

Date

1 Notice Under the Americans with Disabilities Act

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Nebraska Department of Transportation (NDOT) will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

NDOT does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the US Equal Employment Opportunity Commission under Title I of the ADA.

NDOT will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in NDOT's programs, services, and activities, including qualified sign language interpreters, documents in braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

NDOT will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in NDOT offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in an NDOT program, service, or activity, should contact NDOT's ADA Coordinator as soon as possible, but no later than 48 hours before the scheduled event.

Contact Information:

Kimberly Baker
External Affairs Director
1500 Nebraska Parkway
Lincoln, NE 68502
402-479-4544
Kimberly.k.baker@nebraska.gov

The ADA does not require NDOT to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that an NDOT program, service, or activity is not accessible to persons with disabilities should be directed to the ADA Coordinator.

NDOT will not charge a fee to a particular individual with a disability, or any group of individuals with disabilities, to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

2 Introduction and Overview

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, provides comprehensive civil rights protection to persons with disabilities in the areas of employment, state and local government services and access to public accommodations, transportation, and telecommunications. The ADA is companioning civil rights legislation with the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. This legislation mandates that qualified disabled individuals shall not be excluded from participation in, denied the benefit of, or be subjected to discrimination under any program or activity.

Implementation of this law was carried forth in the Americans with Disabilities Act Accessibility Guidelines (ADAAG); ADA and Architectural Barriers Act (ABA) Accessibility Guidelines for Buildings and Facilities issued by the United States Access Board, published in the Federal Register on July 23, 2004, and amended August 5, 2005.; and the Public Right-of-Way Accessibility Guidelines (PROWAG), published in the Federal Register on August 8, 2023, where applicable to pedestrian facilities located within public rights-of-way.

The ADA covers a wide range of disabilities, from physical conditions affecting mobility, stamina, sight, hearing, and speech to conditions such as emotional illness and learning disorders. Such disabilities may or may not be evident to others. The percentage of the US population affected by a condition that constitutes a disability under the ADA is expected to increase over the coming decades.

The ADA addresses access to the workplace (Title I), state and local government services (Title II), and places of public accommodation and commercial facilities (Title III). It also requires telephone companies to provide telecommunications relay services for people who have hearing or speech impairments (Title IV) and miscellaneous instructions to federal agencies that enforce the law (Title V). Section 504 of the Rehabilitation Act of 1973 addresses the requirements for state agencies receiving federal financial assistance. The DOJ has rulemaking authority and enforcement responsibility for Title II, while US DOT has been designated to implement compliance procedures related to transportation.

This document is an updated Compliance Plan (hereafter, Plan) concerning existing NDOT facilities. This Plan has been developed in accordance with the ADA, Section 504 of the Rehabilitation Act of 1973, applicable U.S. Department of Transportation regulations, and 28 Code of Federal Regulations (CFR) § 35.150 (d), where applicable. NDOT does not directly operate public transit service and does not own FTA-funded property or equipment but administers federal transit funds to subrecipients. Therefore, compliance with ADA requirements applicable to transit operations is evaluated through NDOT's subrecipient oversight, State Management Plan requirements, and compliance review process. This Plan is applicable to NDOT facilities used to administer FTA transit programs and can act as guidance to subrecipient transit agencies for their own ADA compliance.

3 ADA Program Information

3.1 NDOT ADA Coordinator

Kimberly Baker
External Affairs Director
1500 Nebraska Parkway
Lincoln, NE 68502
402-479-4544
Kimberly.k.baker@nebraska.gov

3.2 Communications

When NDOT receives requests for auxiliary aids, primary consideration as to what type of auxiliary aid and/or service is necessary is determined by the request. “Auxiliary Aids” include such services or devices as qualified interpreters, assistive listening headsets, television captioning and decoders, telecommunications devices for deaf persons (TDD), videotext displays, readers, taped texts, braille materials, and large print materials. These auxiliary aids are provided at no charge to the individual. NDOT uses State-Certified Professional Interpreters.

NDOT is not required to provide auxiliary aids that would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. However, NDOT must still furnish another auxiliary aid, if available, that does not result in a fundamental alteration or undue burden.

NDOT endeavors to have its website and all its contents accessible to persons with hearing or visual impairments. In addition, NDOT contracts with Usablenet Assistive Technologies to provide a dynamically generated, text-only and assistive technology-compatible version of the original site that reflects up-to-date content and services. The service improves web accessibility, conforms to ADA, Section 508, and W3C WCAG web accessibility guidelines.

Hearing impaired individuals may contact NDOT via TDD or Text Telephone (TTY) phone line (402-479-3834). Staff have been trained on the use of the TDD/TTY equipment.

3.3 Reasonable Accommodation Procedures

NDOT is committed to providing reasonable accommodation for persons with disabilities as each situation may require.

In preparation for public meetings, events, activities, etc., NDOT looks for facilities that will meet ADA requirements for all interested parties. To assist with this process, NDOT may use the ADA Accessibility Checklist Appendix A). Specific individual requests from the public for accommodation to these events can be made to the ADA Coordinator (402-479-4544) or to the Highway Public Involvement Manager, (402-479-4514).

3.4 Employment and Reasonable Accommodation

Policies and practices relating to employment are monitored on an ongoing basis to ensure no discriminatory practices exist. It is NDOT’s policy to select qualified individuals who best fit the needs and requirements of the job regardless of disability. All position descriptions list “essential job functions” required to perform the duties of the job. Job postings/vacancies are made available to individuals through the State of Nebraska Job Career Center website, https://statejobs.nebraska.gov/.

For those individuals unable to use the online format, they may contact a member of Nebraska State Personnel or NDOT's Human Resources Division to determine an alternative format to complete the application.

Reasonable accommodations will be made for the interviewing applicant on a case-by-case basis for qualified persons covered under the ADA/Section 504. It is the responsibility of the individual with a disability to request an accommodation.

Once an offer of employment is made, NDOT is prepared to offer reasonable accommodations that would allow a qualified individual with a disability to perform the essential functions of the job. To request a reasonable accommodation for employment, employees should contact the Human Resources Office.

Applicant information collected by NDOT for the purpose of Equal Employment regarding disabilities is provided on a voluntary basis and is not required by the applicant. This information remains confidential. Refusal to provide the information will not subject the applicant (or employee) to any adverse treatment.

3.5 Facility Accessibility

In 1990, NDOT conducted an initial assessment of NDOT buildings where a public service or activity would be conducted. These buildings included the District Headquarters Offices, District Maintenance Superintendent Offices, Construction Offices, Materials and Research Branch Testing Facilities, Central Complex Offices, Rest Areas, and Highway Weigh Stations. In 1992, plans were developed to bring those buildings into ADA compliance. The work was completed over the ensuing years. Due to employee transition, and converting paper files to digital files, the records and documentation relating to the completion of this work is incomplete. However, to NDOT's knowledge, the work contemplated for the compliance projects has been completed, and the identified buildings complied with the ADA when the work was completed.

Since the ADAAG's implementation, all newly constructed and substantially remodeled facilities have been designed and constructed to comply with the most recent ADAAG standards. The remaining identified NDOT facilities where public activities or services are provided were remodeled to comply with ADAAG.

In 2011, NDOT contracted with a private consulting group to conduct a self-evaluation of State-owned and leased buildings where public activities or services are provided to identify any deficiencies within NDOT facilities that required modification to comply with the ADAAG.

As a matter of policy, identified NDOT headquarters barriers to access were removed. NDOT will continue to work to remove barriers to access, and where compliance is technically infeasible, compliance will be completed to the maximum extent feasible.

3.6 Request for Modification

Individuals are offered the opportunity to point out, to NDOT, facilities where they believe accessibility should be provided and either has not or is insufficient to meet their needs. This opportunity is provided through either contacting the NDOT ADA Coordinator to discuss, informally or by completing the Request for Modification Form (Appendix B). This request form is used to report inaccessibility issues related to NDOT transit facilities. In the event the area in question is not under NDOT jurisdiction, the request will be forwarded to the proper entity for review. More information on submitting a request is provided below in the Federal Transit Administration's Reasonable Modification Rule Section.

3.7 Section 504/ADA Transition Plan

49 CFR Part 28.150(d) requires local public agencies (LPAs) including State Departments of Transportation and transit agencies with 50 or more employees to have ADA Transition Plans. Therefore, NDOT is required to have a Transition Plan that at a minimum:

- Identifies physical obstacles in NDOT's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
- Describes in detail the methods that will be used to make the facilities accessible;
- Specifies the schedule for taking the steps necessary to achieve compliance; and
- Identifies the official responsible for implementation of the plan.

3.8 Agency Handbooks

Transit agency specific ADA policies for riders and complaints can be found within their respective agency handbook.

3.8.1 Service Animals

The ADA definition of a service animal is applicable to all public transit, but agencies are able to create further specified policies.

The ADA defines a service animal as

> *any guide dog, signal dog, or other animal individually trained to work or perform tasks for an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.*

Note the ADA definition does not include emotional support animals (ESA). Agency specific service animal policies are located in agency-specific handbooks.[1]

3.8.2 Service Suspension

Transit agencies reserve the right to suspend services to passengers after repeat violations of the policies, rules, and procedures outlined in their passenger handbook. Suspension policies differ between agencies and can be found in the agency-specific handbook. The Federal Transit Administration (FTA) defines suspensions longer than 30 days as excessive, and therefore, agency-defined maximum suspension may not exceed 30 days.

[1] Agency specific service animal policies are also found in the Nebraska Public Transit Policy Compilation

4 Complaint Procedures

These procedures apply to all complaints filed under Title II of the ADA and Section 504 of the Rehabilitation Act of 1973, relating to any program or activity administered by NDOT or its subrecipients, consultants, and/or contractors. Intimidation or retaliation of any kind is prohibited by law.

Persons Eligible to File: any individual, group of individuals, or entity who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by any of the Civil Rights Authorities based on a disability.

> *Discrimination: an act (or action) or inaction whether intentional or unintentional, through which a person in the United States, based on race, color, sex, age, national origin, or disability, has been subjected to unequal treatment under any program or activity receiving federal financial assistance.*

Those with specific concerns about NDOT's transit programs, services, activities, or facilities used to administer transit programs are encouraged to use the ADA/Section 504 Transit Accessibility Complaint Form (Appendix C), which requests specific information regarding the area of concern. The NDOT Investigator will work to see that all information is obtained to review the concern properly.

4.1 Filing a Complaint

1. Complaints may be filed by the affected individual or a representative of that individual.
2. Complaints must contain as much information as possible about the alleged discrimination. NDOT has prepared complaint form to be used for the convenience of the complainant. The written complaint should include:
    a. Complainant's name, address, and telephone number
    b. A detailed description of the issues,
    c. Name and job titles of individuals perceived as parties in the complaint

    Complaints received by telephone will be placed in writing and provided to complainant for confirmation or revision and signature before processing.
3. Complaint forms are available in Appendix C, on the NDOT website, or by contacting the NDOT ADA Coordinator. Complaints and substantiating information should be sent to:

    Kimberly Baker
    1500 Nebraska Parkway
    Lincoln, NE 68502
    402-479-4544
    Kimberly.k.baker@nebraska.gov

    Alternate means of filing a complaint will be made available to accommodate persons with disabilities upon request.
4. A complaint should be filed as soon as possible but must be no later than 180 calendar days after the complainant becomes aware of the alleged discrimination, unless the time for filing is extended by the designated agency for good cause shown.
5. Upon the Receipt of the complaint, NDOT will notify FHWA
6. The NDOT ADA Coordinator, or other investigator, will contact the complainant within 30 days of receiving the complaint to:
    a. Acknowledge receipt of the complaint by the investigator.

b. Confirm that the complainant wishes to go forward with the complaint.
c. Confirm that there are allegations that need to be investigated and resolved.
d. Gather additional facts and further clarify the complaint.

4.2 Investigation of Complaint

A trained investigator will review and investigate the complaint. As part of the review, the investigator will at minimum:

1. Gather relevant documentation from the complainant not included in the complaint, such as forms, memos, letters, and photographic information.
2. Contact complainant to arrange and conduct interview, if needed.
3. Maintain a lot of all activities associated with the complaint.
4. Complete investigative report of information, findings, photos, and recommendations.

A copy of the complaint, together with a copy of the State's report of investigation, shall be forwarded to the Federal Transit Administration Region 7 office within 60 days of the date the complaint was received by the State.

4.3 Dismissal of a Complaint

A decision by NDOT to dismiss a complaint can be made for the following reasons:

1. The complaint is untimely filed.
2. The complaint does not allege a basis covered by the statutes for which NDOT is responsible.
3. The complaint does not allege any harm with regard to a covered program, service, activity, or facility.
4. The complainant requests the withdrawal of the complaint.
5. The complainant fails to respond to repeated requests for additional information needed to process the complaint.
6. The complainant cannot be located after reasonable attempts.

4.4 Complaint Records

Each filed complaint will remain on file, in full, for 1 year. A summary of the complaint will be kept on file for 5 years.

5 Federal Transit Administration's Reasonable Modification Rule

The following information is provided for reference and guidance to public transportation providers receiving FTA assistance through NDOT. Compliance with ADA requirements applicable to transit operations is evaluated through NDOT's subrecipient oversight, State Management Plan requirements, and compliance review process.

In March 2015, FTA issued a final rule concerning reasonable modification of transportation policies and practices. The ruling mandates that all public transit providers must make reasonable modifications or accommodations by making changes to policies, practices, and procedures if needed by an individual to participate in the recipient's program or activity. Modifications will be made to avoid discrimination on the basis of disability.

The following exceptions apply:

1. When the modification or accommodation would cause a direct threat to the health or safety of others;
2. When the modification or accommodation would result in a fundamental alteration of service;
3. When without the requested modification, the individual with a disability is able to fully use the entity's services, programs, or activities for their intended purpose.

The reasonable modification rule has implications for every public transportation system. To comply with the reasonable modification/accommodation rule, rural public transit systems receiving Section 5311 funds will have to implement the following procedures:

1. Make information about how to contact the transit system to make requests for reasonable modifications readily available to the public through the same means it uses to inform the public about its policies and practices.
2. The information shall be accessible to and usable by individuals with disabilities.
3. Designate a responsible employee to coordinate compliance.
4. Adopt procedures that incorporate due process standards and provide for the prompt and equitable resolution of requests for reasonable accommodation.
5. Individuals requesting modifications shall describe what they need in order to use the service. The request does not need to include the term "reasonable modification."
6. When possible, the request and resulting modification shall be determined prior to providing transportation service. In some circumstances, transit drivers shall make the determination to provide or deny a service modification in the field. The driver may contact transit system management before making the determination.

Rider handbooks and policy/procedural manuals must be updated to indicate the transit system is in compliance with the requirements listed above.

Please note, 49 CFR Part 37 Subsection 37.S(h) states the following:

> *It is not discrimination under this part for an entity to refuse to provide service to an individual with disabilities because that individual engages in violent, seriously disruptive, or illegal conduct or represents a direct threat to the health or safety of others. However, an entity shall not refuse to provide service to an individual with disabilities solely because the individual's disability*

results in appearance or involuntary behavior that may offend, annoy, or inconvenience employees of the entity or other persons.

5.1 Filing a Reasonable Modification Request

NDOT is committed to ensuring that the department complies with the ADA, including Section 49 CFR Parts 27 and 37. Transportation entities are required to make reasonable modifications or accommodations to policies, practices, and procedures to avoid discrimination and ensure that programs are accessible to individuals with disabilities.

Any person who wishes to file a complaint regarding a request for reasonable modification may file a written complaint.

Reasonable Modification Requests should be mailed or emailed to:

Sarah Soula
NDOT Transit Program Manager
1500 Highway 2
Lincoln, NE 68509
(402) 479-4871
sarah.soula@nebraska.gov

1. To file a reasonable modification request, the complaint form (Appendix B) should be completed and submitted.
2. All reasonable modification requests must be submitted in writing. If the complainant is unable to write because of a disability and needs assistance in completing the form, NDOT staff will assist by taking the reasonable modification request by phone. Please contact Sarah Soula for assistance.
3. NDOT will begin an investigation within 15 working days of receipt of a written reasonable modification request.
4. NDOT will contact the complainant in writing no later than 30 working days after receipt of a reasonable modification request. If the complainant fails to provide the requested information in a timely basis, NDOT shall administratively close the reasonable modification request.
5. NDOT shall complete the investigation within 90 days or receipt of the reasonable modification request. If additional time for investigation is needed, the complainant will be contacted.
6. A written response will be prepared by NDOT, which will include a summary of why the request was denied or grants and recommended action. The complainant will have 15 working days from receipt of the response to appeal a denial. If no appeal is received, the reasonable modification request will be closed, and no further action will be taken.

5.2 Complaint Appeals Process

A complainant, who is not satisfied with NDOT's response to a complaint regarding a request for reasonable modification, has the right to appeal.

NDOT will review your appeal and respond within 21 working days from the date of the appeals request.

The decision to allow or deny a request for reasonable modification will be based on information from the complainant and ADA regulations and exceptions to the rule. These exceptions are:

1. When the modification or accommodation would cause a direct threat to the health or safety of others;
2. When the modification or accommodation would result in a fundamental alteration of the service; or
3. When the modification or accommodation would not actually be necessary in order for the individual with a disability to access the transportation entity's service

6 Authorities

The information and procedures outlined in this document are informed by the following authorities:

1. FTA Circular 4710.1 - Americans With Disabilities Act Guidance | FTA
2. Nebraska Transit State Management Plan
3. Title II of the Americans with Disabilities Act Implementing Regulation (28 CFR Part 35 - Nondiscrimination on the Basis of Disability in State and Local Government Services)
4. Section 504 of the Rehabilitation Act of 1973 Implementing Regulation (49 CFR Part 27)
5. Transportation Services for Individuals with Disabilities (ADA)(49 CFR Part 37)
6. Americans with Disabilities Act Accessibility Guidelines (ADAAG)
7. 2023 Final Public Right of Way Accessibility Guidelines (PROWAG)
8. Department of Justice 2010 ADA Standards for Accessible Design

Appendix A

ADA Accessibility Checklist

NEBRASKA
DEPARTMENT OF TRANSPORTATION

ADA Accessibility Checklist

Event: _____

Project: _____

Date: _____

Time: _____

Venue: _____

Element	Accommodation Area	Yes	No	N/A
Transportation	Is the facility/meeting location accessible by public transportation?	☐	☐	☐
	If yes, is public transportation available at the time of the meeting/training?	☐	☐	☐
Evacuation	Do you know the emergency evacuation plans for the meeting/training location?	☐	☐	☐
Parking	Does the building have parking spaces with the International Symbol of Accessibility mounted at least 60 inches above the ground?	☐	☐	☐
	Are they at least 8 feet wide and have 5 feet aisles next to them?	☐	☐	☐
Sidewalk	Are there unobstructed curb ramps leading to the sidewalk?	☐	☐	☐
Walkway	Is there a walkway from the parking lot to the building, at least 36 inches wide?	☐	☐	☐
	Does the walkway have a stable and firm surface?	☐	☐	☐
	If the accessible route is different from the primary route to and through the building, can you post signs with the wheelchair symbol that slow the route?	☐	☐	☐
	Is the walkway level and free of steps?	☐	☐	☐
	If no, is there a ramp at least 36 inches wide?	☐	☐	☐
	If there is a ramp, does it have a gentle slope (1 inch rise to 12-inch length)?	☐	☐	☐
Entrance/Doors	Is the door at least 36 inches wide (wide enough for a wheelchair)?	☐	☐	☐
	Can the hardware be operated with one hand (level, push plate, etc.) with minimum of twisting or grasping?	☐	☐	☐
	Are the handles low enough to reach (maximum 48 inches high)?	☐	☐	☐
	Can the door be pushed open easily?	☐	☐	☐
	Is the threshold no more than ½ inch high and beveled?	☐	☐	☐
	When a vestibule, is there a minimum of 48 inches between the sets of doors?	☐	☐	☐
Floors	Are the floors hard and not slippery?	☐	☐	☐
	Is there a floor mat to dry feet and crutch tips to prevent slipping?	☐	☐	☐
Corridors	Is there a 36 inch corridor from the entrance to where the meeting/training is held?	☐	☐	☐

Element	Accommodation Area	Yes	No	N/A
	Is the path free of objects projecting 4 inches into the corridor?	☐	☐	☐
Elevators	Is there an elevator in the facility where the meeting/ training is located?	☐	☐	☐
	If yes, is it a working one that is large enough for a wheelchair?	☐	☐	☐
	Are the controls within reach (maximum 48 inches)?	☐	☐	☐
	Do the controls have braille?	☐	☐	☐
	Is there an audible signal ringing at each floor?	☐	☐	☐
	Is there an audible two-way emergency communication system in the elevator?	☐	☐	☐
Meeting/Training Rooms	Is there enough clearance around the table for a wheelchair to move?	☐	☐	☐
	Can the wheelchair pull under the edge of the table to sit close?	☐	☐	☐
Restrooms	Is there a wide, accessible path to the restroom?	☐	☐	☐
	Is there a toilet stall wide enough that a wheelchair can enter and close the door behind? Interior space to turn around?	☐	☐	☐
	Is the water closet (toilet) 17-19 inches high to the rim?	☐	☐	☐
	Can the wheelchair roll under the sink (29 inches to the bottom)?	☐	☐	☐
	Can the faucets be reached and turned on easily?	☐	☐	☐
	Are the dispensers (soap, towel, etc.) reachable (maximum 48 inches high)?	☐	☐	☐
	Is there a mirror at an accessible height (bottom of the mirror 44 inches above the floor)?	☐	☐	☐
Fire Alarms	Are there flash fire alarm signals in the building?	☐	☐	☐
	Are there flash fire alarm signals in the meeting/training room?	☐	☐	☐
Signage	Is there braille text in the signage at the facility?	☐	☐	☐

_____ _____

Signature *Date*

_____

Print Name

Appendix B

Request for Modification Form (English and Spanish)

Request for Modification Form

NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

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

Complainant name							
Address		City		State		Zip code	
Phone		Email					

Location, Program, Service, Activity, or Facility Involved					
Program, Service, Activity, or Facility Name					
City		County			
Check the area(s) that your request involves:	☐ Interior Access	☐ Exterior Access	☐ Signage/Communication	☐ Policy	☐ Other

Other descriptive information to assist in identification of the area in question, include sketch if possible:

Please describe how or why you believe the area to be inaccessible. Please provide as much detail as possible:

Please describe the modification, accommodation, or accessibility improvement you are requesting:

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

MAIL
NDOT Civil Rights Office
1500 Nebraska Parkway
PO Box 94759
Lincoln, NE 68509-4759

EMAIL
ndot.civilrights@nebraska.gov

NDOT USE ONLY			
Received by		Date received	

Formulario de solicitud de modificación

NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

Por favor, complete, firme y devuelva este formulario a la dirección de correo electrónico que aparece al final de la página.

Nombre del denunciante							
Dirección		Ciudad		Estado		Código postal	
Teléfono		Correo electrónico					

Ubicación, programa, servicio, actividad o instalación implicada					
Nombre del programa, servicio, actividad o instalación					
Ciudad		Condado			
Revisa la(s) área(s) en las que se involucra tu solicitud:	☐ Acceso interior	☐ Acceso exterior	☐ Señalización/comunicación	☐ Política	☐ Otra

Otra información descriptiva para ayudar a identificar el área en cuestión, incluyen un boceto si es posible:

Por favor, describa cómo o por qué considera que la zona es inaccesible. Por favor, proporcione el mayor detalle posible:

Por favor, describe la modificación, adaptación o mejora de accesibilidad que solicitas:

Para tramitar su queja, asegúrese de que esté firmada y con fecha a continuación.	
Firma	
Fecha	

MAIL NDOT Civil Rights Office
1500 Nebraska Parkway
PO Box 94759
Lincoln, NE 68509-4759

EMAIL ndot.civilrights@nebraska.gov

USO SOLO DEL NDOT			
Recibido por		Fecha de recepción	

Appendix C

ADA/Section 504 Transit Accessibility Complaint Form (English and Spanish)

ADA/Section 504 Transit Accessibility Complaint Form

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

NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

Complainant name							
Address		City		State		Zip code	
Phone		Email					

Location, Program, Service, Activity or Facility Involved					
Program, Service, Activity, or Facility Name					
City		County			
Check the area(s) that your complaint involves:	☐ Interior Access	☐ Exterior Access	☐ Signage/Communication	☐ Policy	☐ Other

Additional details to aid in identifying the relevant program, service, activity, facility, or area:

In as much detail as possible, please describe how or why you believe the area to be inaccessible:

Please describe the accessibility improvements or resolution you recommend:

Have you previously contacted NDOT regarding this issue?	☐ Yes	☐ No
If yes, person/agency contacted	Date of contact	
Result or outcome		

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

MAIL **NDOT Civil Rights Office**
1500 Nebraska Parkway
PO Box 94759
Lincoln, NE 68509-4759

EMAIL ndot.civilrights@nebraska.gov

NDOT USE ONLY			
Received by		Date received	

Formulario de queja de accesibilidad en el transporte según la ADA/Sección 504

NEBRASKA
Good Life. Great Journey.
DEPARTMENT OF TRANSPORTATION

Por favor, complete, firme y devuelva este formulario a la dirección que aparece al final de la página.

Nombre del denunciante							
Dirección		Ciudad		Estado		Código postal	
Teléfono		Correo electrónico					

Ubicación, programa, servicio, actividad o instalación implicada					
Nombre del programa, servicio, actividad o instalación					
Ciudad		Condado			
Revisa la(s) área(s) en las que afecta tu queja:	☐ Acceso interior	☐ Acceso exterior	☐ Señalización/comunicación	☐ Política	☐ Otra

Detalles adicionales para ayudar a identificar el programa, servicio, actividad, instalación o área relevante:

Con el mayor detalle posible, por favor describe cómo o por qué crees que la zona es inaccesible:

Por favor, describe las mejoras de accesibilidad o la solución que recomiendas:

¿Has contactado previamente con NDOT por este tema?	☐ Sí	☐ No
Si es así, la persona o agencia contactó	Fecha de contacto	
Resultado		

Para tramitar su queja, asegúrese de que esté firmada y con fecha a continuación.	
Firma	
Fecha	

MAIL NDOT Civil Rights Office
1500 Nebraska Parkway
PO Box 94759
Lincoln, NE 68509-4759

EMAIL ndot.civilrights@nebraska.gov

USO SOLO DE NDOT			
Recibido por		Fecha de recepción	