
ATTACHMENT 5: DATA COLLECTION GUIDANCE

The County of Orange / OC Public Works will follow the Data Collection Guidance provided below in compliance with the Title VI of the Civil Rights Act of 1964, Federal Highway Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 (ADA) (Disability) and Section 504 of the Rehabilitation Act of 1973 and related statutes and provisions.

Applicants, recipients, and sub-recipients of Federal-aid funds are required to provide relevant and current Title VI information. Examples of data and information which, to the extent necessary and appropriate for determining compliance with Title VI, are as follows:

1. The manner in which services are or will be provided by the program in question, and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination;
2. The population eligible to be served by race, color or national origin;
3. Data regarding covered employment, including use or planned use of bilingual public-contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English;
4. The location of existing or proposed facilities connected with the program, and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any persons on the basis of prohibited discrimination;
5. The present or proposed membership by race, color and national origin, in any planning or advisory body which is an integral part of the program;
6. Where relocation is involved, the requirements and steps used or proposed to guard against unnecessary impact on persons on the basis of race, color or national origin.
7. Where additional data, such as demographic maps, the racial composition of affected neighborhoods or census data, is necessary or appropriate, for understanding information required in Item (2) above, agencies shall specify, in their guidelines or in other directives, the need to submit such data. Such additional data should be required, however, only to the extent that it is readily available or can be compiled with reasonable effort.

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