



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 **Shenango Valley Area Transportation Study MPO** will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Shenango Valley Area Transportation Study MPO does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

Effective Communication: Shenango Valley Area Transportation Study MPO will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Shenango Valley Area Transportation Study MPO 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.

Modifications to Policies and Procedures: Shenango Valley Area Transportation Study MPO 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 Shenango Valley Area Transportation Study MPO 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 a program, service, or activity of Shenango Valley Area Transportation Study MPO, should contact the office of Chris Conti, 724-981-2412 or cconti@mcrpc.com **ADA Coordinator** as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Shenango Valley Area Transportation Study MPO 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 a program, service, or activity of Shenango Valley Area Transportation Study MPO is not accessible to persons with disabilities should be directed to Chris Conti, 724-981-2412 or cconti@mcrpc.com **ADA Coordinator**.

Shenango Valley Area Transportation Study MPO will not place a surcharge on 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.

**Shenango Valley Area Transportation Study MPO
Grievance Procedure under
The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the **Shenango Valley Area Transportation Study MPO**.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

**Chris Conti, ADA Coordinator, Senior Planner
Mercer County Regional Planning Commission SVATS MPO
2491 Highland Road, Hermitage, PA 16148**

Within 15 calendar days after receipt of the complaint, Chris Conti, 724-981-2412 or cconti@mcrpc.com ADA Coordinator or designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Chris Conti, 724-981-2412 or cconti@mcrpc.com ADA Coordinator *or* designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the **Shenango Valley Area Transportation Study MPO** and offer options for substantive resolution of the complaint.

If the response by *Chris Conti, 724-981-2412 or cconti@mcrpc.com ADA Coordinator* or designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the **Chairman of the Shenango Valley Area Transportation Study MPO** or *their* designee.

Within 15 calendar days after receipt of the appeal, the **Chairman of the Shenango Valley Area Transportation Study MPO** or *their* designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the **Chairman of the Shenango Valley Area Transportation Study MPO** or *their* designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by *Chris Conti, 724-981-2412 or cconti@mcrpc.com ADA Coordinator* or *their* designee, appeals to the **Chairman of the Shenango Valley Area Transportation Study MPO** or *their* designee and responses from these two offices will be retained by the **Shenango Valley Area Transportation Study MPO** for at least three years.