

Americans with Disabilities Act (ADA) Transition Plan

Purchase Area Development District

September 15, 2022



P.O. Box 588, 1002 Medical Drive, Mayfield, KY 42066-0588

270-247-7171

www.purchaseadd.org

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Introduction

Transition Plan Need and Purpose

The [Americans with Disabilities Act \(ADA\)](#) is a civil rights law prohibiting discrimination against individuals on the basis of disability. It was enacted on July 26, 1990, and was amended in 2008 with the ADA Amendments Act. The ADA consists of five titles outlining protections in the following areas:

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous Provisions

Title II of ADA pertains to the programs, activities and services provided by public entities. Purchase ADD must comply with this section of the Act, as it specifically applies to public service agencies. Title II of ADA states that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.” ([42 USC Sec. 12132](#); [28 CFR Sec. 35.130](#))

As required by Title II of ADA ([28 CFR Part 35 Sec. 35.105 and Sec. 35.150](#)), Purchase ADD has conducted a self-evaluation of its services, programs, activities, and facilities on public property and within public rights-of-way; and has developed this Transition Plan detailing the methods to be used to ensure compliance with ADA accessibility requirements.

ADA and its Relationship to Other Laws

Title II of ADA is companion legislation to two previous federal statutes and regulations: the [Architectural Barriers Act \(ABA\) of 1968](#) and [Section 504 of the Rehabilitation Act of 1973](#).

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

Agency Requirements

Under Title II, Purchase ADD must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities [[28 CFR Sec. 35.150](#)].
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability [[28 CFR Sec. 35.130 \(a\)](#)].
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result [[28 CFR Sec. 35.130\(b\)\(7\)](#)].
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective [[28 CFR Sec. 35.130\(b\)\(iv\) & \(d\)](#)].
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others [[29 CFR Sec. 35.160\(a\)](#)].
- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is typically referred to as the ADA Coordinator. The public entity must provide the ADA Coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35.106](#)]. The notice must include the identification of the employee serving as the ADA Coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

Designation of Responsibility

In accordance with [28 CFR 35.107\(a\)](#), the Purchase ADD has designated the following person to serve as ADA Title II Coordinator, to oversee the Agency's policies and procedures:

Name: Christy Henley

Job Title: Human Resources Manager

In accordance with [28 CFR 35.150\(d\)\(3\)](#), the Purchase ADD has designated the following person to serve as ADA Transition Plan Implementation Coordinator, to monitor the Agency's progress and manage review and updates of this document:

Name: Jim LeFevre

Job Title: Transportation Planner

Contact information is provided in Appendix E.

Training is an important tool for ensuring compliance with ADA requirements. The ADA Coordinators will identify resources and opportunities for agency employees at various levels to receive ADA-related training appropriate to their job functions.

Self-Evaluation

Overview

Under Title II of the ADA ([28 CFR Sec. 35.105](#)), public entities are required to perform a self-evaluation of their current services, policies and practices with regard to accessibility. The goal of the self-evaluation is to verify that, in managing its programs and facilities, the agency is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The intent of the ADA self-evaluation is to review the agency's entire public program, including all facilities on public property and within public rights-of-way, in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items to be evaluated include:

- General Requirements
- Program Access
- Employment and Reasonable Accommodation
- Physical Accessibility

Public entities are required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments [[28 CFR Sec. 35.105\(b\)](#)].

Furthermore, a public entity that employs 50 or more persons is required, for at least three years following the completion of the self-evaluation, to maintain on file and make available for public inspection:

- A list of the interested persons consulted;
- A description of areas examined and any problems identified; and,
- A description of any modifications made.

Process & Findings

In September of 2022, the Purchase ADD completed a self-evaluation of its services, programs, activities, and facilities on public property and within public rights-of-way with regard to accessibility. Detailed inventories and findings from this review are provided in Appendix A, under the headings of General Requirements (A1), Program Access (A2), Employment and Reasonable Accommodation (A3), and Physical Accessibility (A4).

An important component of the self-evaluation process is the identification of obstacles or barriers to accessibility, and the corresponding modifications that will be needed to remedy these items. The following sections provide a summary of improvements that have already been made, and obstacles that the Agency plans to address as part of this Transition Plan.

General Requirements

The Purchase ADD has conducted a detailed evaluation of General Requirements with regard to the ADA Title II. The findings from this evaluation are provided in Appendix A1.

Improvement Schedule

Moving forward, the Purchase ADD plans to implement improvements for the following items that have been identified as potential obstacles to accessibility.

<i>General Requirements</i>		
Item/Description	Improvement Method	Schedule
Staff ADA training not conducted	Implement ongoing staff ADA training	By end of FY23

Program Access

Title II of ADA includes the following requirements regarding Program Access.

General ([28 CFR Sec. 35.160](#))

- A public entity shall take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.
- A public entity shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, a service, program, or activity conducted by a public entity.
- In determining what type of auxiliary aid and service is necessary, a public entity shall give primary consideration to the requests of the individual with disabilities.

ADA Transition Plan for Purchase ADD

The Purchase ADD has conducted a detailed evaluation of Program Access with regard to the ADA Title II. The findings from this evaluation are provided in Appendix A2.

Improvement Schedule

Moving forward, the Purchase ADD plans to implement improvements for the following items that have been identified as potential obstacles to Program Access.

<i>Program Access</i>		
<i>Item/Description</i>	<i>Improvement Method</i>	<i>Schedule</i>
Staff TTY training not conducted	Implement ongoing staff TTY training	By end of FY23
TTY access details not printed on all distributed material	Implement printing of TTY access details on all distributed material	By end of FY23

Employment and Reasonable Accommodation

The Purchase ADD has conducted a detailed evaluation of Employment and Reasonable Accommodation with regard to the ADA Title II. The findings from this evaluation are provided in Appendix A3.

Improvement Schedule

Moving forward, the Purchase ADD plans to implement improvements for the following items that have been identified as potential obstacles to Employment and Reasonable Accommodation.

<i>Employment and Reasonable Accommodation</i>		
<i>Item/Description</i>	<i>Improvement Method</i>	<i>Schedule</i>
Does not maintain affirmative action data regarding disabilities	Will maintain affirmative action data regarding disabilities if required by federal law	By end of FY23
Does not have written policy to describe when medical history may be shared	Will write/revise policy to describe when medical history may be shared	By end of FY23

Physical Accessibility

The Purchase ADD is responsible for the following buildings:

Purchase ADD Office, 1002 Medical Drive, Mayfield, KY 42066

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In recent years, the Agency has implemented the following accessibility improvements to its building facilities:

- *Resealed/restripe parking lot including repainting/remarketing of disabled parking spaces.*
- *Replaced electric motors that operate disabled doors at main entrance.*

The Purchase ADD has conducted a detailed evaluation of Physical Accessibility with regard to the ADA Title II. The findings from this evaluation are provided in Appendix A4.

Improvement Schedule

Moving forward, the Purchase ADD plans to implement improvements for the following items that have been identified as potential obstacles to Physical Accessibility. See Appendix B for cost and schedule.

Physical Accessibility		
Item/Description	Improvement Method	Schedule
Two (2) existing water fountains are considered obtruding objects.	Replace two (2) water fountains with ADA compliant water fountains.	By end of FY23

Policy

The Purchase ADD has adopted ADA design standards and procedures as listed in Appendix F. These standards and procedures will be kept up-to-date with nationwide and local best management practices.

The Agency will consider and respond to all accessibility improvement requests. All accessibility improvements that are deemed reasonable will be scheduled consistent with Agency priorities. The Agency will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the Purchase ADD jurisdiction are ADA compliant to the maximum extent feasible.

Typical maintenance of pedestrian facilities relating to accessibility include: cleaning of sidewalks, snow removal and ice control for sidewalks, and sidewalk repairs.

Requests for accessibility improvements can be submitted to the ADA Title II Coordinator or Transition Plan Implementation Coordinator. Contact information is provided in Appendix E.

Priority Areas

Purchase ADD has not currently identified the need for any specific locations as priority areas for planned accessibility improvement projects. Priority will be given to any location where an improvement project or alteration was constructed after January 26, 1991, and accessibility features were omitted.

External Agency Coordination

Many other agencies are responsible for pedestrian facilities within the jurisdiction of Purchase ADD. The Agency will coordinate with those agencies to assist with identifying and facilitating elimination of accessibility barriers along their routes.

Public Outreach

Purchase ADD recognizes that public participation is an important component in the development of this transition plan. By January 1, 2023 input from the community will be gathered and used to help define priority areas for improvements within the jurisdiction of Purchase ADD.

Public outreach for preparation of this document will consist of the following activities:

- Sending document to all local governmental agencies and ADA advocates for review/comment.
- Sharing document with Purchase ADD board for review/comment.

This document will be made available for public comment. Once the comment period is completed, Appendix C will provide a summary of comments received and detailed information regarding the public outreach activities.

Public Notice of ADA Requirements and Grievance Procedure

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities with regard to ADA compliance. A draft of this public notice is provided in Appendix D.

If users of Purchase ADD's facilities and services believe the Agency has not provided a reasonable accommodation, they have the right to file a grievance. In accordance with [28 CFR Sec. 35.107\(b\)](#), the Agency has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints or concerns. This grievance procedure is outlined in Appendix D.

Progress Monitoring and Transition Plan Management

This Transition Plan is considered to be a living document that will continue to be updated as conditions within the Agency evolve. The initial schedule is to formally review the complete document (main body and appendices) at least once per year, to identify any need for updates. Updates to the appendices or attachments may be made more frequently as needed. Any

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substantive updates to the main body of this document will include a public comment period to continue the Agency's public outreach efforts.

The Purchase ADD recognizes that ADA compliance is an ongoing responsibility which will require monitoring to identify future accessibility issues that may be encountered. For example, facilities that currently meet ADA requirements could fall out of compliance in the future due to factors such as damage, disrepair, or changes within public rights-of-way that could create new accessibility obstacles. Therefore, the ADA Title II Coordinator and Transition Plan Implementation Coordinator will establish an on-going monitoring/inspection program or process to ensure that facilities continue to comply with ADA requirements. Agency employees will also be encouraged to report any accessibility concerns or deficiencies that are identified.

Formal Adoption of ADA Transition Plan

This ADA Transition Plan or updated ADA Transition Plan is hereby adopted by the Purchase ADD, effective September of 2022.

Signed:

ADA Title II Coordinator

Date

ADA Transition Plan Implementation Coord.

Date

Authorizing Official

Date

Appendices

A. Self-Evaluation

A1. General Requirements

A2. Program Access

A3. Employment and Reasonable Accommodation

A4. Physical Accessibility

B. Schedule and Budget Information

C. Public Outreach

D. Public Notice of ADA Requirements and Grievance Procedure

E. Contact Information

F. Agency ADA Design Standards and Improvement/Compliance Procedures

G. Glossary of Terms

Appendix A – Self-Evaluation

A public entity that employs 50 or more persons is required, for at least three years following the completion of the self-evaluation, to maintain on file and make available for public inspection:

- A list of the interested persons consulted;
- A description of areas examined and any problems identified; and,
- A description of any modifications made.

Interested Persons Consulted

Once the public comment period is complete, this section will provide a list of interested persons consulted during the process, along with their comments/suggestions and descriptions of follow-up to address accessibility items or concerns that have been identified.

Descriptions of areas examined, problems identified and any modifications made are listed in the following sections A1, A2, A3, and A4.

A1. General Requirements

The Agency has conducted a detailed evaluation of its General Requirements with regard to the ADA Title II. The results are listed as follows:

Findings(s)

- Agency needs to incorporate ongoing ADA training for staff.

Agency will conduct ongoing ADA training.

A2. Program Access

The Agency has conducted a detailed evaluation of its Program Access with regard to the ADA Title II. The results are listed as follows:

Findings

- Agency needs training on TTY.
- Agency needs TTY information on material distributed to the public.

Agency will conduct training on Kentucky Relay. The public service that guarantees all citizens access to prompt, professional and precise communication through a telephone. Consumers of these specialized services, specifically individuals who are deaf, deaf-blind, hard of hearing or have difficulty speaking, can communicate on the telephone via TTY, Voice Carry Over (VCO), Hearing Carry Over (HCO), Speech-to-Speech (STS), Spanish and Captioned Telephone.

A3. Employment and Reasonable Accommodation

The Agency has conducted a detailed evaluation of its Employment and Reasonable Accommodation with regard to the ADA Title II. The results are listed as follows:

Findings

- Agency does not gather affirmative action data regarding disabilities.
- Agency does not have written policy describing when sharing of medical information may be necessary.
- Agency keeps medical records separate from personnel records.

Agency will gather affirmative action data regarding disabilities if required by federal law. Agency will implement written policy to communicate when sharing of medical information may be necessary.

A4. Physical Accessibility

The Agency has conducted a detailed evaluation of its Physical Accessibility with regard to the ADA Title II. The results are listed as follows:

Findings

- Two (2) water fountains are protruding objects.
- 100% of sidewalks met accessibility criteria
- 100% of curb ramps met accessibility criteria
- 100% of required ADA parking spaces are provided
- Agency has ADA accessible approach and entrance.
- Agency has ADA access to all services.
- Agency has ADA access to public toilet rooms
- Agency has ADA access to one (1) water fountain.

Agency will replace two (2) water fountains with ADA compliant water fountains to eliminate protruding objects.

Appendix B – Schedule and Budget Information

Overview

Based on the accessibility obstacles/issues identified through the self-evaluation process, and the need to implement improvements in order to comply with ADA accessibility standards, the Purchase ADD has prepared the following schedule and budget estimates.

Accessibility Category	Projected Costs for Improvements/Projects			Estimated Sub-Totals
	Year 1-2023	Year 2-2024	Year 3-2025	
General Requirements	\$0	\$0	\$0	\$0
Program Access	\$0	\$0	\$0	\$0
Employment	\$0	\$0	\$0	\$0
Physical Access	\$5,000	\$0	\$0	\$5,000
Estimated Total Cost				\$5,000

Discussion & Improvement Project Information

As indicated in the table above, the Estimated Total Cost associated with providing ADA accessibility within the categories of General Requirements, Program Access, Employment, and Physical Access is \$5,000. This amount represents an investment that Purchase ADD is committed to make this fiscal year (FY23) for replacing water fountains. A systematic approach to providing accessibility will be taken in order to accommodate this cost within the Agency's budget for accessibility improvements.

Appendix C – Public Outreach

Once public outreach is complete, detailed information regarding Public Outreach activities will be inserted here including a description of notification methods.

Once public outreach is complete, a summary of public comments received will be provided here.

Appendix D – Public Notice of ADA Requirements and Grievance Procedure

As required by the Americans with Disabilities Act, the Agency has posted the following notice outlining its responsibilities with regard to ADA compliance.

Public Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, Purchase ADD will not discriminate against qualified individuals on the basis of disability in Agency's services, programs or activities.

Employment: The Agency 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 Americans with Disabilities Act (ADA).

Effective Communication: The Agency will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Agency'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.

Modifications to Policies and Procedures: The Agency will make all reasonable modifications to policies and procedures to ensure that people with disabilities have an equal opportunity to enjoy all Agency programs, services and activities. For example, individuals with service animals are welcomed in Agency 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 Agency program, service or activity, should contact the office of the ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event: Christy Henley, Human Resources Manager, 1002 Medical Drive, Mayfield, Kentucky, 270-247-7171, christy.henley@purchaseadd.org.

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

The Agency 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.

Grievance Procedure under the Americans with Disabilities ACT (ADA)

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 Purchase Area Development District. The Agency's Personnel Policy governs employment-related complaints of disability discrimination.

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:

Christy Henley, ADA Coordinator
P.O. Box 588
1002 Medical Drive
Mayfield, Kentucky 42066-0588
270-247-7171
christy.henley@purchaseadd.org

Within 15 calendar days after receipt of the complaint, Christy Henley or designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Christy Henley 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 Purchase ADD and offer options for substantive resolution of the complaint.

If the response by Christy Henley 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 Executive Director or designee.

Within 15 calendar days after receipt of the appeal, Executive Director or designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Executive Director or 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 Christy Henley or designee, appeals to the Executive Director or designee, and responses from these two offices will be retained by the Purchase ADD for at least three (3) years.

Appendix E – Contact Information

ADA Title II Coordinator

Name: Christy Henley Job Title: Human Resources Manager

Office Address: P.O. Box 588
 1002 Medical Drive
 Mayfield, KY 42066-0588

Phone: 270-247-7171
Fax: 270-251-6110
E-mail: christy.henley@purchaseadd.org

ADA Transition Plan Implementation Coordinator

Name: Jim LeFevre Job Title: Transportation Planner

Office Address: P.O. Box 588
 1002 Medical Drive
 Mayfield, KY 42066-0588

Phone: 270-247-7171
Fax: 270-251-6110
E-mail: jim.lefevre@purchaseadd.org

Appendix F – Agency ADA Design Standards and Improvement/ Compliance Procedures

ADA Resources and Design Standards

[Federal Highway Administration \(FHWA\) - Civil Rights - ADA/Section 504](#)

[Americans with Disabilities Act Accessibility Guidelines \(ADAAG\)](#)

[Public Rights-of-Way \(PROWAG\) Accessibility Guidelines](#)

[2010 ADA Standards for Accessible Design](#)

[ADA Checklist for Existing Facilities](#)

[ADA Best Practices Tool Kit for State and Local Governments](#)

[ADA Update: A Primer for State and Local Governments](#)

[Manual of Uniform Traffic Control Devices](#)

[Americans with Disabilities Act of 1990, as Amended \(2008\)](#)

[Title 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services](#)

Improvement/Compliance Procedures

The challenge of dealing with physical or site constraints in alteration projects has been recognized by the authors of ADA accessibility standards for years. The Civil Rights Division of the U.S. Department of Justice has recognized that there could be instances where it might be technically infeasible to construct an alteration in full and strict compliance with ADA accessibility standards, because of physical or site constraints. In such circumstances, state and local agencies must provide accessibility to the maximum extent feasible. Before reaching a conclusion about technical infeasibility, state and local agencies need to consider the extent to which physical or site constraints could be addressed by alternative designs. The burden of proving technical infeasibility rests with the agency/owner that is responsible for the facility, element or feature.

Appendix G – Glossary of Terms

ABA: See Architectural Barriers Act.

ADA: See Americans with Disabilities Act.

ADA Transition Plan: Transportation system plan that identifies accessibility needs, the process to fully integrate accessibility improvements, and aims to ensure that all transportation facilities, services, programs, and activities are accessible to all individuals.

ADAAG: See Americans with Disabilities Act Accessibility Guidelines.

Accessible: A facility that provides access to people with disabilities using the design requirements of the ADA.

Accessible Pedestrian Signal (APS): A device that communicates information about the WALK phase in audible and vibrotactile formats.

Alteration: A change to a facility in the public right-of-way that affects or could affect access, circulation, or use. An alteration must not decrease or have the effect of decreasing the accessibility of a facility or an accessible connection to an adjacent building or site.

Americans with Disabilities Act (ADA): Civil rights legislation passed in 1990 and effective July 1992. The ADA sets design guidelines for accessibility to public facilities, including sidewalks and trails, by individuals with disabilities.

Americans with Disabilities Act Accessibility Guidelines (ADAAG): Contains scoping and technical requirements for accessibility to buildings and public facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990.

APS: See Accessible Pedestrian Signal.

Architectural Barriers Act (ABA): Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Capital Improvement Program (CIP): The CIP for a public agency typically includes an annual capital budget and a five-year plan for funding the new construction and reconstruction projects on the agency's transportation system.

Detectable Warning: A surface feature of truncated domes, built in or applied to the walking surface to indicate an upcoming change from pedestrian to vehicular way.

DOJ: See United States Department of Justice.

Federal Highway Administration (FHWA): A branch of the U.S. Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

FHWA: See Federal Highway Administration.

Pedestrian Access Route (PAR): A continuous and unobstructed walkway within a pedestrian circulation path that provides accessibility.

Pedestrian Circulation Route (PCR): A prepared exterior or interior way of passage provided for pedestrian travel.

PROWAG: An acronym for the *Guidelines for Accessible Public Rights-of-Way* issued in 2005 by the U.S. Access Board. This guidance addresses roadway design practices, slope and terrain related to pedestrian access to walkways and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking and other components of public rights-of-way.

Right-of-Way: A general term denoting land, property, or interest therein, usually in a strip, acquired for the network of streets, sidewalks and trails creating public pedestrian access within a public entity's jurisdictional limits.

Section 504: The section of the Rehabilitation Act that prohibits discrimination by any program or activity conducted by the federal government.

Uniform Federal Accessibility Standards (UFAS): Accessibility standards that all federal agencies are required to meet; includes scoping and technical specifications.

United States Access Board: An independent federal agency that develops and maintains design criteria for buildings and other improvements, transit vehicles, telecommunications equipment, and electronic and information technology. It also enforces accessibility standards that cover federally-funded facilities.

United States Department of Justice: Federal executive department responsible for enforcement of the law and administration of justice (also referred to as the Justice Department or DOJ).