

BEST if viewed in color online at <https://www.education.ne.gov/nce/perkins-administration/office-of-civil-rights-ocr-review/> - see VCP Template Example 2014

Please notice that while this may continue on to a second page, normally without the directions (indicated in “blue”) each finding of noncompliance should only take up one page. Please use the font of Arial for consistency, but font may be reduced to “10 pt.” “Red” indicates suggested wording for Voluntary Compliance Plan (VCP).

**Civil Rights Compliance
Voluntary Compliance Plan**

District Name: **XYZ Public Schools**

School Name: **ABC High School** (Add “School Name” line for clarification if needed.)

Finding of Noncompliance: **Parking Lot has 38 spaces with only 1 identified handicap accessible space.** Cut and paste from Accessibility Report Under the “Findings” area. Use separate page for each “Finding” to reduce confusion. All but the Cover Page may be submitted electronically, so use as many pages as needed.

Corrective Activities Identify the <u>sequence</u> of steps, tasks and/or activities that will be completed to correct the finding of noncompliance.	Timeline Determine when the corrective steps, tasks and activities will be conducted and/or completed. Must include a month and year.	Person(s) Responsible Name those responsible for implementing the corrective steps, tasks and/or activities.	Outcome Documentation Identify the evidence that will be provided to the NDE to document that the finding of noncompliance has been addressed and corrected.
Identify and mark the additional required space which would be 1 (26 through 50 spaces should have 2 identified handicapped spaces). Space will be 8ft wide and have a 5ft. access on side. Cut and paste from Accessibility Report Under the “ADA Recommended Action” area. Making sure to change from it stated as something that “will” or “should” be done, to stating what you are going to do..	Timeline needs to be determined by the LEA. The easier to remedy issues of noncompliance area usually are set at earlier dates...example this issue might be ... Completed on or before 8/2010. However, more costly remedy may take longer, and might be ... Completed by 10/2011. The Office for Civil Rights	Example of person responsible: James Jones, Facilities Supervisor	Upon completion of Corrective Activity, digital photos will be sent to verify corrections. Please use some sort of verifiable means to show that corrective activity is completed as it is written.

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	does not prefer the inclusion of phrases like: "Will be determined upon passing of bond referendum" or anything that does not provide a specific date.		

Civil Rights Compliance Voluntary Compliance Plan

Suggested wording without directions (everything in color)...to be removed on actual VCP

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