




ADA/Section 504 Program Assessment Online Form

Frequently Asked Questions (June 2025)



Caltrans DLA ADA Section 504 Program Assessment

Per 28 CFR Part 35 - Nondiscrimination on the Basis of Disability in State and Local Government Services:

Caltrans will use this assessment tool to gauge your agency's minimum compliance with subtitle A of Title II of the Americans with Disabilities Act of 1990 (42 U.S.C 12131-12134), as amended by the ADA Amendments Act of 2008 (ADA Amendments Act) (Pub. L. 110-325, 122 Stat. 3553 (2008)), which prohibits discrimination on the basis of disability by public entities.

[ADA Section 504 Program Assessment Online Form Questions](#)

[ADA Section 504 Program Assessment Online Form - Frequently Asked Questions](#)

[ADA Section 504 Program Assessment Online Form Instructional Video](#)

LPA/City/MPO

Division / Department: *

Name (Responder): *

Title: *

Address: *

City: *

Zip Code: *

Phone Number: *

Email: *

Does your agency receive FHWA funds through Caltrans Division of Local Assistance? *

☐ Yes ☐ No

☐ Send me a copy of my responses

1. What is the [ADA Section 504 Program Assessment Online Form](#)?

In accordance with 28 CFR Part 35, which outlines the requirements for nondiscrimination on the basis of disability in state and local government services, the California Department of Transportation (Caltrans) is responsible for evaluating Local Public Agencies (LPAs) to ensure compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. These federal laws prohibit discrimination against individuals with disabilities in programs and activities that receive federal funding. To fulfill this requirement, LPAs must complete a compliance assessment every two years (during odd-numbered years) or as otherwise requested by Caltrans. For the 2025 cycle, LPAs are required to submit the online assessment form no later than **June 30, 2025**.



When an LPA is selected for the assessment, the agency will receive a program assessment report including findings and recommendations to improve its ADA/Section 504 program. ADA/Section 504 program assessments do not apply to LPAs that do not receive Federal Highway Administration (FHWA) funds through Caltrans.

2. Who must complete the online form?

All LPAs receiving FHWA funds through the Caltrans Division of Local Assistance (DLA) must complete the ADA/Section 504 Program Assessment Online Form. If the LPA does not receive FHWA funds through Caltrans DLA, the LPA is not required to respond. If the LPA receives FHWA funds through Caltrans DLA, continue to answer questions on the form and provide documentation at the bottom of the form.

3. Can Caltrans provide previous responses to the online form?

Yes, the LPA would be able to obtain the 2023 program assessment that was previously submitted by contacting dla.ada@dot.ca.gov.

4. If an agency already submitted a program assessment for the 2023 fiscal year, do they need to resubmit for the 2025 fiscal year?

Yes, LPAs are required to complete this assessment every two years (odd years) or when requested.

5. Where can I view all the questions asked in the online form?

The [PDF version](#) of the online form is available online.

6. If an agency has less than 50 employees, do they need to complete the online form?

Yes, if the LPA receives FHWA funds and employ less than 50 employees, LPAs are required to submit an assessment.

7. Does Caltrans provide ADA Section 504 program training for staff?

Currently, Caltrans does not provide training for agencies' staff. We have templates, videos, and resources on our [Caltrans Division of Local Assistance ADA Section 504 webpage](#).



8. Where is the ADA Section 504 resources found?

ADA Section 504 resources can be found on the [Caltrans Division of Local Assistance ADA Section 504](#) webpage and in [Section 9.3 of the Local Assistance Procedures Manual \(LAPM\)](#). In addition, the [FHWA ADA Section 504 Requirements](#) webpage is full of resources such as templates, samples.

9. After completing and submitting the online form, what should LPAs expect?

LPAs' responses will be captured in a database. When an LPA is selected for a program assessment, Caltrans will issue an ADA Section 504 Program Assessment Report assessing the agency's FHWA ADA Section 504 program. The program assessment would report deficiencies (if any) and recommendations. LPAs will be given time to correct the deficiencies, and once all deficiencies have been corrected, the LPA will complete the [ADA Section Program Assessment Online Form](#) again to document the corrections.