

## **McDonough County Public Transportation ADA Reasonable Modification Request Form**

Requests for modifications to the policies, practices, or procedures of McDonough County Public Transportation (MCPT) in order to accommodate an individual with a disability may be made either in advance or at the time of the transportation service. Whenever feasible, requests for reasonable modifications shall be made and determined in advance. A reasonable modification related to the ADA Paratransit is *a change or exception to a policy, practice, or procedure that allows people with disabilities to have equal access to transportation*. Fill out this form with details about your modification request and how it relates to your disability.

Modification Request By: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Modification for (Name) \_\_\_\_\_ Date of Trip: \_\_\_\_\_

Describe the modification request for ADA demand response transportation including why the modification is necessary:

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\_\_\_\_\_  
Signature of ADA Passenger or Guardian

\_\_\_\_\_  
Date

**Once completed, please mail or email this form to:**

McDonough County Public Transportation  
ATTN: Reasonable Modification  
701 East Pierce Street  
Macomb, IL 61455  
Email: [mcpt@87ride.com](mailto:mcpt@87ride.com)

To request a modification by phone, please call the following number: 309-837-7433

Requests for reasonable modifications may be denied on the following grounds:

1. It is a fundamental alteration to the nature of the program, service, or activity,
2. It is a direct threat to the health or safety of others,
3. It is not a requirement by the requester to use the service, or
4. The modification creates an undue financial / administrative burden.

MCPT will strive to acknowledge and approve or deny requests within three (3) business days of receipt. All riders who are denied a request have the ability to appeal. For a copy of our Appeals Form and the complete Reasonable Modification Policy, please visit [www.837ride.com](http://www.837ride.com).

**All information is kept confidential. All materials are available in accessible format and in languages other than English upon request.**

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***MCPT REVIEW OF REQUEST – To be completed by MCPT Transit Director***

Date request received: \_\_\_\_\_

Approved Modification: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Denied: \_\_\_\_\_ (Select Exception For Making Denial)

- \_\_\_1. Making the accommodation would fundamentally alter the nature of the public transportation service.
- \_\_\_2. Making the accommodation would create a direct health threat to the health or safety of others.
- \_\_\_3. The disabled individual is able to fully use the transportation entity's service without the accommodation being made.

Detailed Reason for Denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Any person who believes to have been discriminated against in obtaining a reasonable modification under the Americans with Disabilities Act may file a complaint by completing and submitting a Reasonable Modification Complaint Form to the City Administrator. The City Administrator will investigate complaints received no more than 30 days after receipt. The City of Macomb will communicate the results of all complaints.