

Appendix A

Title VI Complaint Form

Section I:					
Name:					
Address:					
Telephone (Home/Cell):			Telephone (Work):		
Email Address:					
	Large Print		Audio Tape		
	TDD		Other		
Section II:					
Are you filing this complaint on your own behalf?				Yes*	No
If you answered "yes" to this question, go to Section III.					
If not, please supply the name and relationship of the person for whom you are complaining:			Name:		
			Relationship:		
Please explain why you have filed for a third party:					
Please confirm that you have obtained the permission to file this complaint on behalf of the aggrieved party.				Yes	No
Section III:					
I believe the discrimination I experienced was based on (check all that apply):					
<input type="checkbox"/> Race		<input type="checkbox"/> Color		<input type="checkbox"/> National Origin	
Date of Alleged Discrimination (Month, Day, Year):					
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.					
Section IV:					
Have you previously filed a Title VI complaint with this agency?				Yes	No
Section V:					
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?					
<input type="checkbox"/> Yes		<input type="checkbox"/> No			
If yes, check all that apply:					
<input type="checkbox"/> Federal Agency: _____			<input type="checkbox"/> State Agency: _____		
<input type="checkbox"/> Federal Court: _____			<input type="checkbox"/> State Court: _____		
<input type="checkbox"/> Local Agency: _____			<input type="checkbox"/> Equal Opportunity Commission		

Section VI:	
Name of Agency complaint is against:	
Contact person:	
Title:	Telephone:
Email:	Other:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below:

Signature

Date

Please submit this form in person at the address below, or mail this form to: