

TITLE VI COMPLAINT FORM



Approved
Works and

By Board
Safety

of Public
on:

July 14,

2011

Amended By Board of Public Works and Safety on:



Title VI Complaint Form

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. (41 U.S.C. Section 2000d).

The Environmental Justice component of Title VI guarantees fair treatment for all people and provides for the City of Valparaiso to identify and address, as appropriate, disproportionately high and adverse effects of its programs, policies, and activities on minority and low-income populations, such as undertaking reasonable steps to ensure that Limited English Proficiency (LEP) persons have meaningful access to the programs, services, and information the City of Valparaiso provides.

The City of Valparaiso works to ensure non-discriminatory transportation in support of our mission to be the Northwest Indiana leader in providing effective, coordinated and integrated multimodal transportation solutions to enhance the social and economic quality of life for all Valparaiso citizens. The City of Valparaiso Transportation Manager is responsible for Civil Rights Compliance and Monitoring to ensure non-discriminatory provision of transit services and programs.

Name _____

Home Number _____ Email _____

Address _____

Work Number _____

Address _____

City _____ Zip _____

Code _____

List type of discrimination (please check all that apply)

Race Color

National Origin

Other _____

Please indicate your race/color, if it is a basis of your complaint _____

Please describe your national origin, if it is a basis of your complaint _____

Location where incident occurred: _____

Time and date of incident: _____

Name/Position title of person who allegedly subjected you to Title VI discrimination: _____

Briefly describe the incident (use a separate sheet, if necessary): _____

Did anyone else witness the incident? Yes () No ()

List witnesses. (Use a separate sheet, if necessary)

Name _____

Address _____

Telephone Number _____

Name _____

Address _____

Telephone Number _____

Have you filed a complaint about this incident with the Federal
Transit Administration? Yes () No ()

If yes,
when? _____

—

I hereby swear/affirm that the information that I have provided in this Title VI Complaint Form is true and correct to the best of my knowledge, information and belief.

Your Signature:	Today's Date:
Action taken (to be completed by Title VI Investigator):	
Accepted for formal investigation on ____/____/____	Referred to another department
on ____/____/____	
Rejected	
because _____	
—	

Title VI Investigator

Today's Date

This form is available in alternate format upon request.

If you need assistance in completing this form please contact the Transportation Manager, (219)-462-1161. 166 Lincolnway, Valparaiso, IN 46383

Approved by the Valparaiso Board of Works on July 14th, 2011.

Jon Costas
Mayor

Sharon Emerson Swihart
Clerk Treasure

David L. Hollenbeck
City Attorney

Alternate formats available upon request to: Transit Manager, 166 Lincolnway,
Valparaiso, IN 46383. 219.462.1161