NOTICE OF NONDISCRIMINATION

The City of Plymouth complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, The City of Plymouth does not discriminate on the basis of race, color, national origin, Limited English Proficiency (LEP), and disability in the admission, access to and treatment in The City of Plymouth's programs and activities, as well as hiring or employment practices. Complaints of alleged discrimination and inquiries regarding The City of Plymouth's nondiscrimination policies may be directed to The City of Plymouth's Title VI Coordinator.

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Title VI Complaint Procedure

The following procedures cover complaints filed under Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987.

“Any person who believes they, or any specific class of persons, were subjected to discrimination on the basis of race, color or national origin in programs or activities of a Federal-aid Recipient may file a complaint. According to U.S. DOT regulations, 49 CFR § 21.11(b), a complaint must be filed not later than 180 days after the date of the alleged discrimination, unless the time for filing is extended by the investigating agency”.

The City of Plymouth’s Title VI Coordinator will keep a log of all Title VI complaints received. The log shall include the date the complaint was filed, a summary of the allegations, the status of the complaint, and actions taken in response of the complaint.

Title VI complaint process

1. When The City of Plymouth receives a complaint, it will forward the complaint to INDOT, who will then forward the complaint to the Federal Highway Administration (FHWA) Indiana Division Office (Division).

2. All Title VI complaints received by the Division Office will be forwarded to the Federal Highway Office of Civil Rights (HCR) for processing and potential investigation.

3. If HCR determines a Title VI complaint against The City of Plymouth can be investigated by INDOT, HCR may delegate the task of investigating the complaint to INDOT. INDOT will conduct the investigation and forward the Report of Investigation to HCR for review and final disposition.

4. The disposition of all Title VI complaints will be undertaken by HCR, through either (1) informal resolution or (2) issuance of a Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to the Division Office.

Title VI Complaint Form

The City of Plymouth policy ensures nondiscrimination compliance, on the grounds of race, color, national origin, age, disability, and Limited English proficiency (LEP), as provided by Title VI of the Civil Rights act of 1964 and related Nondiscrimination authorities.

Title 42 U.S.C. Sections 2000d

Executive Order 13166 ensures individuals whose first language is not English and have a limited capacity to read, write or understand English have meaningful access to programs, information and services by any entity receiving Federal funding. Please provide the following information necessary in order to process your complaint. A formal complaint must be filed within 180 days of the occurrence of the alleged discriminatory act. Assistance is available upon request. Please contact The City of Plymouth's Title VI Coordinator.

Complete this form and return to:

The City of Plymouth

Attn: Title VI /ADA/504Coordinator

Complainant's Name:

_____

Address: _____ City: _____

State: _____ Zip Code: _____

Telephone (Home): _____ Telephone (Work): _____

Person(s) discriminated against (if other than complainant)

Name: _____

Address: _____ City: _____

State: _____ Zip Code: _____

Telephone (Home): _____Telephone (Work): _____

What is the discrimination based on? ☐Race ☐Color ☐National Origin ☐Disability ☐Limited English Proficiency (LEP)

Date of the alleged discrimination: _____ Location: _____

Agency or person that was responsible for the alleged discrimination:

_____

_____

Have you filed this complaint with any other Federal, State, or local agency? If so, whom?

_____

_____

What remedy are you seeking?

_____

_____

_____

List names and contact information of persons who may have knowledge of the alleged discrimination.

_____

_____

Describe the alleged discrimination. Explain what happened and who you believe is responsible.

_____

_____

Complainant should sign and date. The complaint will not be accepted if it has not been signed. You may attach any written materials or other supporting information that is relevant to your complaint.

_____ Signature _____ Date