

### ***The Assurance:***

The **City of Anderson**, as a recipient of federal funds for programs/departments, services, and activities, has given the assurance that within daily operations, the City will prevent and correct illegal discrimination and harassment against its *customers* according to Title VI (42 U.S.C. 2000d) and as outlined in the City's and the employee's policies.

### ***What is Title VI?***

Title VI of the Civil Rights Act of 1964 is the *Federal Law* that protects individuals from discrimination on the basis of ***race, color, and national origin***, in 'any and all' programs that receive Federal financial assistance.

### ***What is discrimination and what does Title VI prohibit?***

Discrimination is an '**intentional or unintentional act**' which subjects a person or a group to unequal treatment under a departmental program or service. These **acts** can limit the opportunity of the protected class 'to gain equal access to services, programs and commissions'.

In operating a federally assisted program, a recipient **cannot**, on the basis of race, color, national origin, etc., either directly or indirectly through contractual means (sub-recipients):

- Deny program services, aids, or benefits;
- Provide a different service, aid, or provide them in a manner different than they are provided to others; or
- Segregate or separately treat individuals in any matter related to the receipt of any service, aid, or benefit.

### ***Impacts of Title VI?***

Title VI *applies to all* quality of life services, programs, or activities receiving *federal financial assistance*. This includes *transportation* delivery, housing, *law enforcement*, *construction* (contract compliance, environmental justice), *public accommodations (ADA)*, *public utilities (LEP)*, *employment*, *fire brigade* and *boards of commissions*.

Additionally, the *focus* of this brochure is your Title VI rights related to *INDOT transportation* programs including highways; bridges; streets; rail and freight; aviation; public transit; marine and non-motorized transportation.

### ***How can a Title VI complaint be filed?***

If *you* believe that you or others protected by Title VI have been discriminated against, you may file a complaint with the City of Anderson's Human Relations

Department/Title VI Coordinator, the U.S. Department of Justice/Civil Rights Division or the Indiana Department of Transportation.

The complaint should describe:

- Your name, address, and telephone number. The name and address of the *agency*, institution, or department you believe discriminated against you.
- How, why, and when you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination.
- Also, include names of individuals whom you allege discriminated against you, and contact information for any *witnesses* to support or clarify your allegations.

A written complaint **must** be signed and should be filed within **180 days** from the date of the alleged discrimination.

If you are filing on behalf of another person, include your name, address, telephone number, and your relation to that person (e.g., friend, attorney, parent, etc.).

### ***What about retaliation?***

You should be aware that you, your witness or any person who has made charges, testified, or participated in *any* complaint action under Title VI are **all** protected against **retaliation** – opposing an unlawful policy or practice.

If you believe that you have been retaliated against, you should immediately contact the Human Relations Department/Title VI Coordinator.

### ***Where can Title VI complaints be filed?***

#### **City of Anderson**

Human Relations Department  
**Title VI Coord.: Tamie Dixon-Tatum**  
120 E 8<sup>th</sup> Street  
Anderson, Indiana 46016  
765-648-6136 (Voice)  
765-648-5923 (FAX)  
*humanrelations@cityofanderson.com*

#### **Office Hours:**

Monday – Friday/8 a.m. – 4 p.m.

#### **Mail to:**

- **City of Anderson**  
Human Relations Department  
**Title VI Coord.: Tamie Dixon-Tatum**  
P.O. Box 2100  
Anderson, Indiana 46018  
**or**
- **U.S. Department of Justice**  
Civil Rights Division

P.O. Box 66560  
Washington, D.C. 20035-6560

- **IN Dept. of Transportation**  
Program Mgr., Title VI/ADA  
100 N. Senate  
Indianapolis, IN 46204

### **COMPLAINANT'S RIGHTS AND RESPONSIBILITIES:**

#### **YOUR RIGHTS...**

- To file and proceed with a charge without being harassed, intimidated or retaliated against.
- To have an attorney present at any stage of the process.
- To know the status/determination of your complaint.
- To be informed in writing of any hearing relating to your case.
- To obtain a full remedy, if discrimination is found.

#### **YOUR RESPONSIBILITY ...**

- To supply all relevant information, data or papers. This includes the names of all witnesses involved.
- To respond to all phone calls from the staff and notify staff of address/phone changes.
- To attend all meetings, hearings or Fact-Finding Conferences.

# **HOW TO FILE A 'TITLE VI' DISCRIMINATION COMPLAINT**

## ***CITY OF ANDERSON 'TITLE VI' INFORMATION***



120 E 8<sup>th</sup> Street  
Anderson, Indiana 46016

**Thomas Broderick, Jr. - Mayor**

*The City of Anderson provides public services without regard to race, color, or national origin in compliance with the Title VI of the 1964 Civil Rights Act and FTA Circular 4702.1A, section IV, 5. [Updated: 01/2018]*